

WHITEHAVEN TOWN COUNCIL

Minutes of the Annual Council Meeting held on 15th May 2019

Present: Councillor B. O’Kane (Chairman); Councillor C Arrighi; Councillor E Dinsdale; Councillor G Dinsdale; Councillor C Hayes; Councillor T Lowrey; Councillor C Maudling; Councillor R Redmond; Councillor J Rayson; Councillor G Roberts; Councillor C Walmsley; Councillor L Walmsley

M. Jewell, Clerk and Responsible Financial Officer

Members of the Public

1295/19 **Introduction**

Councillor Roberts, the Chairman (Mayor) for 2018/2019 was in the Chair and welcomed everyone to the meeting and went around the table and asked everyone to introduce themselves. He explained that Councillor Rayson would be leaving the meeting early as she had a previously arranged meeting to attend. Following the usual housekeeping information on health and safety the meeting moved to the agenda items.

1296/19 **Appointment of Chairman (Mayor)**

Councillor Roberts asked for nominations for the position of Chairman (Mayor) for the ensuing year.

The following nominations were received:-

1. Councillor Hayes nominated Councillor O’Kane
Councillor Arrighi seconded this
2. Councillor Lowrey nominated Councillor Roberts
Councillor E Dinsdale seconded this
3. Councillor Rayson nominated Councillor Maudling
There was no seconder for this nomination so it fell

Following a vote by a show of hands Councillor O’Kane received 7 votes and Councillor Roberts received 5 votes. It was

RESOLVED – That Councillor O’Kane be duly appointed Chairman (Mayor) for the ensuing 12 months and he signed the Declaration of Acceptance of Office.

1297/19 **Appointment of Deputy Chairman (Deputy Mayor)**

The Chairman asked for nominations for the appointment of Deputy Chairman/Deputy Mayor for the ensuing year and
The following nominations were received: -

Councillor G Dinsdale nominated Councillor E Dinsdale
There was no seconder for this nomination so it fell

Councillor Redmond nominated Councillor Arrighi
This was seconded by Councillor Roberts

Councillor Rayson proposed Councillor Maudling
Councillor Hayes seconded this

Following a vote by a show of hands Councillor Arrighi received 7 votes and
Councillor Maudling received 5 votes and it was

RESOLVED – That Councillor Arrighi be appointed Deputy Chairman (Deputy Mayor) for the ensuing 12 months and she signed the Declaration of Acceptance of Office.

The Chairman expressed his gratitude and embarrassment. He said that when he had been elected as Mayor two years ago there had been difficulties but those were now in the past and the Council had emerged from that and was now seeing real improvements. He said the Council was non-political and that it was there to represent the community of Whitehaven. He also thanked the Clerk and Assistant Clerk for their help and professionalism in running the Council.

Councillor Rayson left the meeting at this point and did not return

1298/19 **Apologies for Absence**

There were no apologies for absence

1299/19 **Declarations of Interest**

Councillor Roberts declared that he was a member of CCC

1300/19 **Minutes of the Council Meeting held on 25th April 2019**

It was proposed by Councillor Hayes seconded by Councillor Roberts that the Minutes of Council Meeting on 25th April 2019 be approved and signed by the Chairman as a correct record

RESOLVED – That the Minutes of the Council Meeting on 25th April 2019 be approved and signed by the Chairman as a correct record.

1301/19 **Public Participation**

There was no public participation.

1302/19 **Planning Applications**

The Council considered a list of planning applications received. Councillor Roberts expressed concern about application CJH/4/19/2093/0F1 and in particular about the continued expansion of that area.

It was proposed by Councillor Roberts and seconded by Councillor Lowrey that a letter be sent to the Planning Department of CBC to express the Council's concern about the continued expansion of the area contained in planning application CJH/4/19/2093/0F1

RESOLVED – That a letter be sent to the Planning Department of CBC to express the Council's concern about the continued expansion of the area contained in planning application CJH/4/19/2093/0F1

1303/19 **Financial Report**

The Council considered a Financial Report

- i It was proposed by Councillor Hayes and seconded by Councillor O'Kane that the Invoices shown at Appendix 1 be approved and paid.

RESOLVED – That the Invoices shown at Appendix 1 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 Hayes and seconded by Councillor Lowrey that the Cash Book and Income and Expenditure at Appendices 2 and 3 be approved and noted.

RESOLVED – That the Cash Book and Income and Expenditure at Appendices 2 and 3 be approved and noted.

- iii Following a discussion on the purchase of compost (paragraph 1.3 of the Report) and further information from the Clerk it was proposed by Councillor Hayes and seconded by Councillor Lowrey that the 2 tonnes of multi-purpose compost be purchased from the Council's preferred supplier at a cost of £100 per tonne.

RESOLVED – That 2 tonnes of multi- purpose compost be purchased from the Council's preferred supplier at a cost of £100 per tonne.

- iv It was proposed by Councillor Hayes and seconded by Councillor Roberts that 15 additional hanging basket brackets be purchased from the existing supplier at a cost of £17.50 per bracket and a total cost of £262.50.

RESOLVED - that 15 additional hanging basket brackets be purchased from the existing supplier at a cost of £17.50 per bracket and a total cost of £262.50.

1304/19 Council's Bank Account

The Council considered a report on its Bank Accounts with the Cumberland Building Society and in particular Authorised signatories. It was reported that previous authorised signatories Jeanette Forster and Raymond Gill were no longer Councillors and would need to be removed.

It was proposed by Councillor Lowrey and seconded by Councillor O'Kane that the existing two signatories of Councillor O'Kane and Councillor Roberts remain and the two further authorised signatories be appointed namely Councillor Arrighi and Councillor Maudling and that the two previous authorised signatories be removed and the necessary bank mandate be completed.

RESOLVED – That the existing two signatories of Councillor O'Kane and Councillor Roberts remain and the two further authorised signatories be appointed namely Councillor Arrighi and Councillor Maudling and that the two previous authorised signatories be removed and the necessary bank mandate be signed.

1305/19 Review and adoption of Standing Orders

The Council considered a report on the review and adoption of Standing Orders. (shown at Appendix 1) It was reported than an amendment had been made to paragraph 3v of the Standing Orders to state that the quorum for a Council meeting should not be less than 4.

It was proposed by Councillor Arrighi and seconded by Councillor Roberts that the standing Orders as amended at Clause 3v be approved and adopted and further reviewed at the next Annual Meeting in 2020 unless in the meanwhile amendments are made by NALC when they will be referred back to Council.

RESOLVED – That the Standing Orders as amended at Clause 3v be approved and adopted and further reviewed at the next Annual Meeting in 2020 unless in the meanwhile amendments are made by NALC in which case they will be referred back to Council.

1306/19 **Review and adoption of Financial Regulations**

The Council considered a report on the review and adoptions of Financial Regulations.

It was proposed by Councillor Hayes and seconded by Councillor Arrighi that the Financial Regulations shown at Appendix 1 be approved and adopted and further reviewed at the next Annual Meeting of the Council in 2020 unless in the meanwhile amendments are made by NALC in which case they will be referred back to the Council

RESOLVED – That the Financial Regulations shown at Appendix 1 be approved and adopted and further reviewed at the next Annual Meeting of the Council in 2020 unless in the meanwhile amendments are made by NALC in which case they will be referred back to the Council.

1307/19 **Review and adoption of Code of Conduct**

The Council considered a report on its Code of Conduct which had been amended to incorporate some information in NALC'S Model Code of Conduct and also, in CBC's Code of Conduct.

It was proposed by Councillor Maudling and seconded by Councillor E Dinsdale that the amended Code of Conduct shown at Appendix 1 be approved and adopted and then reviewed at the next Annual Meeting of the Council in 2020.

RESOLVED – That the amended Code of Conduct shown at Appendix 1 be approved and adopted and then reviewed at the next Annual Meeting of the Council in 2020

1308/19 **Chairman's Allowance**

The Council considered a report on the Chairman's Allowance and in particular how it should be paid.

It was proposed by Councillor Hayes and seconded by Councillor Lowrey that the Chairman's allowance be paid as stated in paragraph 2.2 of the Report

RESOLVED – That the Chairman's Allowance be paid as stated in paragraph 2.2 of the Report.

1309/19 **Appointment to Committees**

The Council considered a report on the appointment of Members to the Planning Committee; the Staffing Committee and the Policy and Resources and Finance Committee.

Following a discussion it was

- i. **RESOLVED** – that there was no need for a Planning Committee and that Planning Applications continue to be dealt with by full Council.
- ii. **RESOLVED** - That the following Councillors be appointed to the Policy and Resources and Finance Committee:-
 - Councillor Hayes
 - Councillor Lowrey
 - Councillor Maudling
 - Councillor Arrighi
 - Councillor C Walmsley
 - Councillor O’Kane
- iii **RESOLVED** – That the following Councillors be appointed to the Staffing Committee:-
 - Councillor Lowrey
 - Councillor Hayes
 - Councillor Roberts
 - Councillor G Dinsdale
 - Councillor Redmond

1310/19 **Adoption of Terms of Reference for Committees**

The Council considered a report on the adoption of Terms of Reference for Committees.

It was proposed by Councillor Arrighi and seconded by Councillor Lowrey that Terms of Reference were not required for the Planning Committee as it had been decided not to have a Planning Committee and that the Terms of Reference for the Staffing and Policy and Resources and Finance Committees be approved and adopted without amendment.

RESOLVED – That Terms of Reference be not adopted for a Planning Committee as it had been decided not to have a Planning Committee and that the Terms of Reference for the Staffing Committee and the Policy and Resources and Finance Committees be approved and adopted without amendment.

1311/19 **Appointment to Advisory Groups**

Appointments to Advisory Groups were discussed and it was

RESOLVED – (i) That a Grants Advisory Group be not set up and that all grant applications be dealt with by full Council.

(ii) That appointments be made as follows: -

Events Advisory Group

- Councillor G Dinsdale
- Councillor E Dinsdale
- Councillor Arrighi
- Councillor Redmond
- Councillor Hayes
- Councillor Maudling
- Councillor O’Kane

Whitehaven in Bloom

- Councillor O’Kane
- Councillor Lowrey
- Councillor E Dinsdale

Allotments Advisory Group

- Councillor Rayson
- Councillor Lowrey
- Councillor E Dinsdale

(iii) That the Terms of Reference for Advisory Groups shown at Appendix 1 be approved without amendment

1312/19 Insurance Cover and Subscriptions to Other Bodies

The Council considered a report on the Council’s Insurance Policy and subscriptions to Other Bodies.

It was proposed by Councillor Hayes and seconded by Councillor Lowrey that the position regarding the Council’s insurance policy and subscriptions to Other Bodies be noted and approved.

RESOLVED - That the position regarding the Council’s Insurance Policy and Subscriptions to Other Bodies be noted and approved.

1313/19 **Combined Health and Safety Policy and Risk Assessment**

The Council considered a report on a combined Health and Safety and Risk Assessment provided by the HSE.

It was proposed by Councillor Maudling and seconded by Councillor Arrighi that the combined Health and Safety and Risk Assessment be approved.

RESOLVED – That the combined Health and Safety and Risk Assessment be approved.

1314/19 **Review of s137 Expenditure**

The Clerk gave an explanation of s137 expenditure and the Council considered s137 expenditure.

RESOLVED – That this be noted and approved

1315/19 **Financial Risks the Financial Risk Assessment**

The Council considered a report on the Financial Risk Assessment.

It was proposed by Councillor Roberts and seconded by Councillor Arrighi that the Financial Risk Assessment shown at Appendix 1 be approved without amendment and reviewed at the next Annual Meeting in 2020.

RESOLVED – That the Financial Risk Assessment shown at Schedule 1 be approved without amendment and reviewed at the next Annual Meeting in 2020.

1316/19 **Review of Asset Register**

The Council reviewed the current Asset Register shown at Appendix 1.

It was proposed by Councillor Lowrey and seconded by Councillor Arrighi that the Asset Register be approved without amendment and reviewed at the next Annual Meeting of the Council in 2020.

RESOLVED – That the Asset Register be approved without amendment and reviewed at the next Annual Meeting of the Council in 2020.

1317/19 **Whitehaven in Bloom**

The Clerk informed the Council that an email had been received from Cumbria in Bloom inviting the Council to submit an application to take part in the Cumbria in Bloom competition this year. The entry fee was £80.00.

It was proposed by Councillor Hayes and seconded by Councillor Lowrey that the Council enter the Cumbria in Bloom competition at a cost of £80.00

RESOLVED – That the Council enters the Cumbria in Bloom competition this

year at a cost of £80.00.

1318/19 Time and Place of ordinary Council Meetings up to and including the next Annual Meeting

It was proposed by Councillor Lowrey and seconded by Councillor Arrighi that the list of the times and places of ordinary Council Meetings up to and including the next Annual Meeting and shown at Appendix 1 be approved.

RESOLVED - That the list of the times and places of ordinary Council Meetings up to and including the next Annual Meeting and shown at Appendix 1 be approved.

1319/19 Councillor Ward Matters

- i. Councillor C Walmsley said the waste bins at Mirehouse shops were not being emptied regularly enough and there were chip papers, cans and plastic bottles all around and perhaps recycling outside the shops should be looked at.
- ii. Councillor Redmond said there was not enough bins at Hensingham.
- iii. Councillor Maudling said there was a problem outside St Nicholas with people throwing bottles into the gardens.
- iv. Councillor Lowrey said there were loads of parents taking their kids to school on Cumberland Road and cars were parking on the pavements where there were no yellow lines. He said the junction of Lincoln Road/Cumberland Road was a mass of potholes
- v. Councillor E Dinsdale said part of the Coast to Coast route was in Corkickle South Ward on the cycle path where you come through the Cattle Arch from the Recreation Ground and Whitehaven Amateur's field was in massive need of repair particularly as we were trying to promote tourism in the area.
- vi. Councillor G Dinsdale referred to parking outside houses by people going to Albion Square. She said people would like parking permits.
- vii. Councillor G Dinsdale said there were other travel options but people didn't want to use these.
- viii. Councillor Hayes said that he had promised Kells new dog bins but these had not been installed. He said someone had smashed glass all over the kids playing area
- ix. Councillor Roberts said he had good reports about St Nicholas and how wonderful it looks. He referred to ongoing problems at Harras Moor about access and that residents were up in arms. He said there were other issues relating to speeding and water
- x. Councillor O'Kane said Councillor Sean Cullen (CBC) was trying to put a plan together to put a play park on Bransty and that his worry with that was that a lot of money is required for a play park and then it gets vandalised.

- xi. Councillor Maudling said the CCC sign outside the Marchon Club had been cleaned free of charge by his window cleaner

1320/19 **Date, Time and Place of next Council Meeting**

RESOLVED – That the next Meeting of Whitehaven Town Council be held on 30th May 2019 at 6.30 in the Civic Hall.

The meeting closed at 8.30pm

Signed by Chairman (as amended by minute 1323/19)

A handwritten signature in black ink, appearing to be 'BOKG', written in a cursive style.