

# WHITEHAVEN TOWN COUNCIL

## Minutes of the Council Meeting held on 26<sup>th</sup> September 2019

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

M. Jewell, Clerk and Responsible Financial Officer

V. Gorley, Assistant Clerk

Members of the Public

David Haughian from CCC

Inspector Smillie from Cumbria Constabulary

### **1414/19 Apologies for Absence**

An apology for absence was received from Councillor L Walmsley

### **1415/19 Declarations of Interest**

There were no declarations of interest.

### **1416/19 Minutes of the Council Meeting held on 28<sup>th</sup> August 2019**

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

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

### **1417/19 Public Participation**

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

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

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

## 1418/19 Planning Applications

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

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

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

(ii) That Copeland Borough Council be informed of the Council's concerns re application no.

CH/4/19/2327/OF1 relating to Whitehaven Academy and that the following representations be made to Copeland Borough Council :-

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

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

**1419/19     Police Report**

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

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

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

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

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

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

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

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

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

**1421/19**     **Finance Report**

The Council considered a Financial Report.

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

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

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

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

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

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

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

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

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

**1422/19**     **Cumbria in Bloom Competition**

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

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

**1423/19**     **Whitehaven in Bloom**

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

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

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

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

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

**1425/19**     **Markets Report**

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

**1426/19**     **Councillor Expenses**

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

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

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

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

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

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

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

Councillor Maudling and Councillor Rayson returned to the meeting

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

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

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

**1429/19**      **Remembrance Sunday**

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

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

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

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

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

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

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

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

**1430/19**     **Office Accommodation**

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

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

**RESOLVED** – That the position be noted

**1431/19**     **Risk Assessment**

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

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

**1432/19**     **Councillor Ward Matters**

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



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

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

**1433/19 Date of next Meeting**

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

**IN PRIVATE**

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

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

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

**1435/19 Grant Application – MRG**

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

**RESOLVED** – That a grant be not awarded.

The Meeting closed at 9.00pm

Chairman

A handwritten signature in black ink, appearing to read 'B. K. G. e', written in a cursive style.