

WHITEHAVEN TOWN COUNCIL

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

To: Members of Whitehaven Town Council

You are duly **SUMMONED** to attend a **MEETING** of **WHITEHAVEN TOWN COUNCIL** which will be held in **THE BEACON PORTAL** at **THE BEACON, WHITEHAVEN** on **Thursday 25th April 2024 at 6.00 pm**

Signed.....*Marlene Jewell*..... Dated.....*19th April 2024*.....
Marlene Jewell, Clerk and Responsible Financial Officer

AGENDA

- 1. Apologies for Absence**
- 2. Declarations of Interest**

To receive declarations of interest by elected Members in respect of Agenda items.

If a Member requires any advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote he/she is advised to contact the Clerk at least 24 hours in advance of the meeting.

- 3. Public Participation**
- 4. Minutes of the Council Meeting held on 28th March 2024**
- 5. Planning Applications**
- 6. Report from Cumberland Council**
- 7. Finance Report**
- 8. Increase in Rate for Security Provision at Council Events**
- 9. Traders Market on 30th May 2024**

- 10. Renewal CALC Subscription**
- 11. Annual Insurance Cover**
- 12. Street Name and Numbering**
- 13. Councillor Ward Matters**
- 14. Date and Time of Next Meeting**

IN PRIVATE

That prior to the following items of business the Chairman will move the following resolution:

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

- 15. Office Accommodation – Clerk to give a report**
- 16. Grant Application - FHSG**

WHITEHAVEN TOWN COUNCIL

Minutes of the Council Meeting held on the 28th March 2024

Present: Councillor C Hayes (Chairman); Councillor R Gill; Councillor J Carr; Councillor E Dinsdale; Councillor G Dinsdale; Councillor B O’Kane; Councillor A Pearson; Councillor G Roberts; Councillor R Taylor; Councillor R White

M. Jewell, Clerk and Responsible Financial Officer

V Gorley, Assistant Clerk

Councillor M Hawkins

Members of the Public

Prior to the Meeting starting the Chairman and the Councillors introduced themselves to the public and the Chairman referred to fire alarms/escape and toilets

2474/24 Apologies for Absence

Apologies for absence were received from:

Councillor A Spedding	Holiday
Councillor R Redmond	Holiday

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

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

2475/24 Declarations of Interest

Councillor Hayes declared that he was a member of the Whitehaven Tidy Town Committee and the Harbour Users Group.

Councillor Gill declared that he was a member of the Whitehaven Heritage Action Group

2476/24 Public Participation

There was no public participation

Councillor Pearson entered the Meeting

2477/24 Minutes of Council Meeting held on 29th February

It was proposed by Councillor Gill and seconded by Councillor Roberts that the Minutes of the Council Meeting held on 29th February 2024 be approved and signed by the Chairman as a correct record. A vote was held and it was unanimously

RESOLVED - That the Minutes of the Council Meeting held on 29th February 2024 be approved and signed by the Chairman as a correct record.

2478/24 Planning Applications

The Council considered a list of Planning Applications shown at Appendix 1
After considering the Planning Applications on Appendix 1.

Councillor Gill said he welcomed the application for Hensingham House and said this land goes down to Snebra Ghyll and there had been a lot of trouble with kids going onto the bypass

Councillor White entered the Meeting

It was proposed by Councillor Hayes and seconded by Councillor Roberts that after consideration of the planning applications on Appendix 1 there were no representations and that Cumberland Council be informed of this. A vote was held and it was unanimously

RESOLVED - That after consideration of the Planning Applications on Appendix 1 there were no representations and that Cumberland Council be informed of this.

2479/24 Report from Cumberland Council

Cumberland Councillor Mike Hawkins said that the Play Park review is one of the priorities. He said it was one of the things that had come up in the Community Panels and the state of the play parks and renewal of play parks. He said he had asked Michael Barry to supply the Council with any previous play park reviews.

Councillor Hawkins referred to Streetscape and said he was going to keep going on about it and had asked for a briefing for new Councillors and those who may be unfamiliar with it as he was keen to keep items such as this on the Agenda and he would welcome members of the Town Council to come along to the

briefing to get an idea of what Streetscape is because he thought the town had a lot to offer for visitors and tourists and that something like Streetscape if it was implemented would be a massive step in achieving that so he was going to keep going on about it. He said he would keep the Council informed about this through the clerk.

Councillor Hawkins said that at the Community Panel the previous Thursday it was reported that the following grants had been awarded

- £12,000 to Proud and Diverse Cumbria towards furniture and equipment for their new hub in Whitehaven
- £6,000 to Whitehaven Community Trust towards new pilot support schemes for people when they move from a hostel
- £8,000 to Time for Change West Cumbria for a new support project
- £6,000 to WHYP towards new flooring
- £8,410 to St Bees Village Hall towards renovation and repair
- £3,200 to Whitehaven Cricket Club towards purchasing equipment
- £3,000 to Whitehaven Boxing Club towards a new ring

The Chairman thanked Councillor Hawkins for his report

Councillor Pearson referred to play parks and said the one at Greenbank kept being locked up. So on Sunday on what is the netball part it was choc a block with bigger kids and the smaller kids were stuck outside. The slide was chained up. He said he had a letter from Home Housing in 2010 saying they would take responsibility for it and maintain it to keep it right but it wasn't right.

Councillor Hawkins said this would come under the review of play parks. Councillor Pearson said the playing field was not fit for purpose and they wanted it maintained as Greenbank playing field not as what it was now which was a dog fouling area. He said they were building 107 houses above and all the drainage was going down towards the playing field and they had made no accommodation for this.

Councillor Gill said he welcomed the review which was long overdue and wanted an opening for Councillors to be able to put forward to Cumberland's review plots in our area for consideration and Councillor Hawkins agreed

Councillor Taylor entered the Meeting

Councillor O'Kane asked if a reply had been received about a meeting with Cumberland Council re Lowther Street Bus Stop and the Clerk said no and Councillor O'Kane referred this to Councillor Hawkins who asked that when emails were sent to a Cumberland officer that the relevant Cumberland Ward Councillor or all of the ones for Whitehaven be copied in.

Councillor G Dinsdale entered the Meeting

Councillor Hawkins said that the first Cenotaph Working Group had been set up and a meeting arranged.

The Chairman thanked Councillor Hawkins
There were no decisions made as the item was for information

2480/24 Finance Report

The Council considered a Finance report

- i. Appendix 1 - The Assistant Clerk reported that there were 2 additional invoices to consider on Appendix 1 namely:-

Viking	£79.07 Stationery
Cumberland Council	£84.00 Room hire

It was proposed by Councillor Gill and seconded by Councillor Roberts that the invoices shown on Appendix 1 plus the 2 extra invoices be approved and paid. A vote was held and it was unanimously

RESOLVED – That the invoices shown on Appendix 1 plus the 2 extra invoices be approved and paid.

- ii. Appendices 2 and 3 – It was proposed by Councillor Gill and seconded by Councillor Roberts that Appendices 2 and 3 be approved and noted. A vote was held and it was unanimously

RESOLVED - That Appendices 2 and 3 be approved and noted.

- iii. St Nicholas Gardens – It was noted that a breakdown of costs had been received from Cumberland Council and it was proposed by Councillor Gill and seconded by Councillor Roberts that the invoice be paid. A vote was held and it was unanimously

RESOLVED – That the invoice be paid

2481/24 Allotments

The Council considered a report on a request from 2 tenants of allotments to grow fruit trees on the allotment not exceeding 10ft in height and to transfer from one plot to another. The report also included quotes from 2 suppliers for the provision of skips for the allotment sites.

- (i) It was proposed by Councillor Gill and seconded by Councillor Hayes that the Tenants' requests be approved. A vote was held and it was unanimously

RESOLVED – That the Tenant's Requests be approved

- (ii) It was proposed by Councillor Gill and seconded by Councillor Carr that the quote from Supplier B in the sum of £300.00 be accepted. A vote was held and it was unanimously

RESOLVED – That the quote from supplier B in the sum of £300.00 be accepted.

2482/24 Public Space Protection Orders

The Council considered a consultation report on the draft Public Space Protection Orders prepared by Cumberland Council. Following a discussion it was proposed by Councillor Taylor and seconded by Councillor O’Kane that the following representations be sent to Cumberland Council in response to the consultation

1. Schedule 2 - Dogs on Leads – Closed Churchyards, Nature Reserves etc – Greenbank Playing Field, Whitehaven. This should be a Dog Exclusion Area not a Dogs on Leads Area
2. Greenbank Play area which is fenced in is not mentioned at all and should be a Dog Exclusion area
3. Schedule 2 Restricted Areas - On Beck Bottom, Whitehaven (not Beck Bottom cemetery) there is no need for a Dogs on Leads Area

A vote was held and 9 Councillors voted for the proposal and 1 Councillor Abstained

RESOLVED – That the above-mentioned responses to the consultation on the draft Public Space Protection Orders be sent to Cumberland Council

2483/24 Road Traffic Regulation Order for Whitehaven

Further to Minute 2455/24 The Council considered a report on the proposed Road Traffic Regulation Order for Whitehaven. No response had been received from Cumberland Council regarding the Council’s request for a meeting with them to discuss the possibility of modifying the Lowther Street bus stop to meet the suggestions made by the Town Council. Councillor O’Kane said that the Council would expect dialogue with Cumberland Council and Stagecoach on this matter. Councillor Hawkins said the reason this didn’t go ahead in 2015 was because of finance and that for any briefings he was going to recommend that the Town Council be involved. He said that at the moment Streetscape had been shelved. Following a discussion it was proposed by Councillor Gill and seconded by Councillor Hayes that a letter be sent to all Cumberland Councillors for Whitehaven asking them to support the Town Council’s view on Lowther Street and to make representations on the Council’s behalf. A vote was held and it was unanimously

RESOLVED - That a letter be sent to all Cumberland Councillors for Whitehaven asking them to support the Town Council’s view on Lowther Street and to make representations on the Council’s behalf.

2484/24 **Amendments to draft Copeland Local Plan**

Further to Minute 2468/24 whereby the Council resolved to ask Cumberland Council for details of those amendments which were relevant to Whitehaven the Council had been informed that Cumberland did not have the time, the capacity or the resources to extract the modifications affecting Whitehaven. The Clerk reported that she had been informed that most of the amendments were changes to policy as recommended by the Inspector and applied Copeland wide. Following a discussion it was proposed by Councillor Hayes and seconded by Councillor Roberts that the amendments be noted. A vote was held and it was unanimously

RESOLVED – That the amendments be noted.

2485/24 **Street Name and Numbering Former Sekers Site**

The Council considered a report received from Cumberland Council on street naming and numbering of the proposed residential development on the former Sekers site, Hensingham, Whitehaven. Following a discussion during which the Councillors did not consider the developers' suggested street names in paragraphs 1.2 and 1.3 of Cumberland's report to be appropriate it was proposed by Councillor Taylor and seconded by Councillor Gill that the Council's preferred name for paragraph 1.2 was The Looms and for paragraph 1.3 Sekers Way Road and that Cumberland Council be informed. A vote was held and it was unanimously

RESOLVED – That the Council's preferred name for paragraph 1.2 was The Looms and for paragraph 1.3 Sekers Way Road and that Cumberland Council be informed.

2486/24 **Councillor Ward Matters**

- i. Councillor Taylor referred to Viberoptix and said they were digging up Hillcrest without any notification of what work was going on. He said he had returned from holiday and couldn't get into his house. He said they had dug up Standings Rise and Thornton Road without any notice of any work and had left a mess
- ii. Councillor Taylor said he had received thanks from the Hensingham U16 Rugby for the grant money they received and that they had put the WTC logo on their training kit
- iii. Councillor Taylor said he had received thanks from the Red Lonning Community Centre for the grant towards the new sign
- iv. Councillor Taylor said he had got in touch with Cumberland Council with regards to a TRO for Standings Rise
- v. Councillor Taylor said the working group which had been set up for the playpark was now a registered charity and were looking to raise money for nature trails, swings etc

- vi. Councillor O’Kane referred to the main road down to the Pelican Garage which was sinking quickly
- vii. Councillor O’Kane said the street lights were out in 1 or 2 places and those at the bottom of Victoria Road onto the bottom of Bay Vista and 5 there had been out for months
- viii. Councillor Pearson said whenever any correspondence comes out it’s always about Mirehouse, Woodhouse or Kells and Greenbank never got a mention
- ix. Councillor Pearson referred to building on Fell View Road and said they were constantly driving backwards and forwards from the compound and the road was covered in sludge and it was getting worse and worse. He said there should be something to clean the road. He said he had had to raise the same thing with Storys about Gomeriggs Avenue and after he had a word with them they cleaned it.
- x. Councillor Pearson said the tap in the cemetery hasn’t worked for weeks. He said he had emailed Luke Leathers about this and he had said it was in hand but there was no date as to when it would be fixed
- xi. Councillor Gill said his recycling bins had not been collected the last twice but those on the other side of the road had
- xii. Councillor G Dinsdale said there was litter all over Mirehouse and said she had seen Cumberland litter pickers at Lillyhall so if they could do it at Lillyhall why can’t it be done at Mirehouse
- xiii. Councillor G Dinsdale referred to potholes and said she had an issue on her way to Maryport when she hit a pothole and the shock absorber on her car snapped. She said CC should be responsible for repairs but they were not paying compensation and she wanted to know why. She said the pothole was still there 3 weeks later.
- xiv. Councillor E Dinsdale said himself and Councillor Hayes and Councillor Roberts had attended a recent meeting at the Golf Club about the brown water in the Harbour. He said as the Ward Councillor he really welcomed that Trudy Harrison had pulled this task force together and he thought it was a very constructive meeting with the possibility in the short term of putting some sort of filtration system in. He said they had agreed to meet up again and hopefully there would be a solution sooner rather than later.
- xv. Councillor E Dinsdale said he had received a letter from the Army Cadets thanking him for his Ward Grant money and thanked the Clerk and Assistant Clerk for their help in getting the Ward Grants paid before the year end.
- xvi. Councillor White said he had been contacted by a resident of Inkerman because it was perilous crossing the road there on the bend when cars were exceeding 30mph. Her idea was to get a flashing sign if a car goes above 30mph because it is a blind spot
- xvii. Councillor White said there were a few litter spots in his ward and he was looking to hire a litter picking kit for Pow Beck and the ginnel going through there.
- xviii. Councillor Carr referred to the Minutes on page 11 of the Agenda and an item that had been brought up on his behalf and said this had been taken on board by Councillor White and Councillor Hawkins. He said everything started going really well. Home Group were on to it straight away and said it was a collapsed drain and said they would be back in a few days and would get it fixed. That was 3 weeks ago. He asked if Councillor White or Councillor Hawkins could copy him in on

what was happening. Councillor O’Kane suggested inviting Rob Littler from Home Group to the next Council meeting.

- xix. Councillor Hayes said he had nothing to report but referred to the fact that he had been out and about all over the County, he said he had used some of his Mayor’s Allowance to get the Mayoral Chair revamped and it looked amazing and referred to the Easter egg give away in St Nicholas at 11.00am on Saturday morning and said another bit of his Mayoral allowance had been used for that.

2487/24 Date and Time of next Meeting

The next Council Meeting would be on Thursday 25th April 2024 at 6.00pm in the Beacon Portal

- 2488/24** The Clerk said that the Rangers had finished that day and the Council had received a very nice email from John Wright thanking us and saying it had been a pleasure to work with us and said that she had sent a reciprocal reply to him. Councillor Hayes proposed that all Councillors should send an email on behalf of the Council. Councillor Gill said they should on behalf of the full Council send him our thanks and wish him well for the future

IN PRIVATE

- 2489/24** That prior to the following items of business the Chairman moved the following resolution:

That in view of the special or confidential nature of the business about to be transacted it is advisable in the public interest that the public and or press be instructed to withdraw. Councillor Gill proposed this and Councillor Roberts seconded this. A vote was held and it was unanimously

RESOLVED - That the public and or press be instructed to withdraw.

2490/24 Office Accommodation

Further to Minute 2472/24 the Clerk circulated a report on office accommodation and also a report from the Architect on tender evaluation. Advice from a professional company regarding whether or not the council could reclaim VAT stated that provided the Council decided that the 2nd Floor would not be rented/hired out and the whole building was used only as Council Offices and for use by Community Groups and Charities free of charge then there would be no problem. Members had previously decided that the Ground and First Floors of the building would be for Council/ Community/Charity use only at no charge. The clerk also circulated and read out a tender evaluation report from the Architect. Following a discussion it was

- (i) It was proposed by Councillor Gill and seconded by Councillor Hayes that the second floor be not used to rent out to generate income for the Council. A vote was held and 8 Councillors voted for the proposal and 2 Councillors abstained

RESOLVED - That the second floor be not used to rent out to generate income for the Council.

- (ii) It was proposed by Councillor Gill and seconded by Councillor Hayes that the position with VAT be noted. A vote was held and 8 Councillors voted for the proposal and 2 Councillors abstained

RESOLVED – That the position with VAT be noted

- (iii) It was proposed by Councillor Hayes and seconded by Councillor Roberts that the Council accepts the recommendation from the Architect and accepts the lowest tender but subject to the lowest tenderer giving the Architect all the necessary information for consideration before any Contract is entered into. A vote was held and 8 Councillors voted for the proposal and 2 Councillors abstained.

- (iv) **RESOLVED** - That the Council accepts the recommendation from the Architect and accepts the lowest tender but subject to the lowest tenderer giving the Architect all the necessary information for consideration before any Contract is entered into.

2491/24 Councillor Ward Grants

The Council considered an application for 2 Councillor Ward Grants of £250.00 each to WSCC. The grants were under s 137 of the Local Government Act whereby the Council had to be satisfied that there would be a direct benefit to the area or part of the area or to some or all of the inhabitants and also that the Council had to ensure that the direct benefit accruing to its area or residents is commensurate with the expenditure incurred. Following a discussion during which Councillor Hayes declared an interest that a member of his family was involved in the sea cadets it was proposed by Councillor Gill and seconded by Councillor O’Kane that as the Ward Grant Applications complied with the provisions of s 137 the Ward Grants of £250.00 each be awarded. A vote was held and 8 Councillors voted for the proposal, 1 Councillor voted against and 1 Councillor abstained

RESOLVED – That as the Ward Grant Applications complied with the conditions of s 137 the Ward Grants of £250.00 each be awarded to WSCC.

2492/24 **Application for Grant – WCT**

The Council considered an application for a grant of £1,000.00 from WCT. The grant was under section 137 of the Local Government Act whereby the Council had to be satisfied that there would be a direct benefit to the area or part of the area or to some or all of the inhabitants and also that the Council had to ensure that the direct benefit accruing to its area or residents is commensurate with the expenditure incurred. It was proposed by Councillor Gill and seconded by Councillor O’Kane that as the Grant application complied with the conditions of s 137 a grant of £1,000 be awarded to WCT. A vote was held and it was unanimously

RESOLVED – That as the Grant Application complied with the conditions of s. 137 a grant of £1,000 be awarded to WCT.

The Meeting closed at 8.10pm

Chairman

WTC 25/04/2024

Item 5

Planning Application for Consideration by Whitehaven Town Council

<u>Application Number</u>	<u>Detail</u>
4/23/2314/0F1	Consultation on Additional/Amended Information: ERECTION OF A DISCOUNT FOOD STORE WITH ASSOCIATED ACCESS, PARKING, HARD AND SOFT LANDSCAPING AND ASSOCIATED WORKS. LAND AT PRESTON STREET, PRESTON STREET, WHITEHAVEN
4/23/2336/0R1	Consultation on Amended and Additional Information: RESERVED MATTERS APPLICATION RELATING TO APPEARANCE, LANDSCAPING, LAYOUT & SCALE FOLLOWING OUTLINE APPLICATION 4/21/2001/001 FOR A SINGLE DWELLING INCLUDING DETAILS OF ACCESS. HARRAS DYKE FARM, HARRAS DYKE, WHITEHAVEN
4/24/2090/0F1	CONVERSION AND CHANGE OF USE OF THE FIRST AND SECOND FLOORS INTO TWO 2 BEDROOM HOLIDAY LETS AND CONVERSION OF LOFT INTO A 1 BEDROOM HOLIDAY LET (USE CLASS C3) WITH INTERNAL AND EXTERNAL ALTERATIONS. 49 KING STREET, WHITEHAVEN
4/24/2093/0F1	INSTALLATION OF A NEW CCTV COLUMN IN THE PLACE OF AN EXISTING STREET SIGNAGE/LIGHTING COLUMN. THE CAMERA IS TO BE RELOCATED FROM OLD BURTON'S BUILDING TO THE NEW LOCATION. JUNCTION AT LOWTHER STREET/KING STREET, WHITEHAVEN

<u>Application Number</u>	<u>Detail</u>
4/24/2097/0L1	LISTED BUILDING CONSENT FOR INTERNAL ALTERATIONS AND EXTERNAL REFURBISHMENT IN CONNECTION WITH THE CHANGE OF USE OF FORMER PUBLIC HOUSE/MANAGERS ACCOMMODATION RO USE CLASS E. 28 LOWTHER STREET, WHITEHAVEN
4/24/2098/0F1	CHANGE OF USE OF FORMER PUBLIC HOUSE/MANAGERS ACCOMMODATION TO USE CLASS E INCLUDING INTERNAL ALTERATIONS AND EXTERNAL REFURBISHMENT (LISTED BUILDING). 28 LOWTHER STREET, WHITEHAVEN
4/24/2099/0F1	PROPOSED DEMOLITION OF EXISTING CONSERVATORY AND ERECTION OF NEW SINGLE STOREY EXTENSION TO SIDE OF PROPERTY, ALONG WITH PROPOSED DEMOLITION OF GARAGE AND ERECTION OF NEW SINGLE BRICK GARAGE. 23 THORNTON ROAD, WHITEHAVEN
4/24/2108/0F1	ERECTION OF DOUBLE GARAGE. PLOT 8, KIRKSTONE ROAD GARAGE COLONY, KIRKSTONE ROAD, WHITEHAVEN
4/24/2122/0F1	EXTENSION TO PROVIDE 1.5 STOREY WITH NEW LOFT TRUSSED ROOF, REAR KITCHEN EXTENSION & SIDE GARAGE EXTENSION WITH DORMERS TO REAR ROOF FACE. 2 HIGH GROVE, 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 17th April 2024. This shows a balance of £177,943.95. There are payments to the value of £960.00 waiting to be cleared.
- 2.2 The balance in the deposit account is £633,024.86.

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.

25/04/2024

Appendix 1

Invoices for Consideration by Whitehaven Town Council

Date	Supplier	Category	Detail	Total Amount	Power	Column 1
25/05/2024	Starboard Systems Limited	Supplies & Services	Scribe Accounts Annual Renewal 2024/2025	£ 1,436.40		£111 LGA 1972
25/03/2024	Eden Springs Uk Ltd	Supplies & Services	Water Dispenser Hire & Environmental Levy - April 2024	£ 9.84		£111 LGA 1972
28/03/2024	Mr CJ Hayes	Employees & Allowances	Re-imbursment for Easter Bunny outfit	£ 58.99		£144 LGA 1972
30/03/2024	Arborscape	3rd Party	Allotment Maintenance Contract - March 2024	£ 369.60		£23 Smallholdings & Allotments Act 1908
03/04/2024	Mrs V Gorley	3rd Party	Cable Ties	£ 5.60		£23 Smallholdings & Allotments Act 1908
03/04/2024	Zurich Municipal	Supplies & Services	Annual Insurance Cover 22/05/2024 - 21/05/2025	£ 3,727.48		£111 LGA 1972
05/04/2024	Sharp Business Systems UK PLC	Supplies & Services	Photocopier Charges (minimum Charge for March 2024)	£ 30.00		£111 LGA 1972
15/04/2024	Mr CJ Hayes	Employees & Allowances	Mileage Claim	£ 56.70		£111 LGA 1972
17/04/2024	Viking	Supplies & Services	10 x A4 Lever Arch Files	£ 35.82		£111 LGA 1972
17/04/2024	Mrs V Gorley	Supplies & Services	Coffee for APM held on 17/04/2024	£ 6.49		£12 LGA 1972
17/04/2024	Mrs V Gorley	Supplies & Services	Sugar, milk, biscuits and cake bars for APM held on 17/04/2024	£ 14.35		£12 LGA 1972

£ 5,751.27

WHITEHAVEN TOWN COUNCIL

CASH BOOK FROM 1 APRIL 2024

APPENDIX 2

Date	Ref	Payee	Unpresented cheques as of 31.03.24	Employees/ Allowances	Premises	Supplies/ Services	3rd Party	Grants	Allotmts	Ground Maint	Civic Hospitality	Ranger/SO	W.I.B	Ward Grants	Elections	Environmental Improvements	Events	Contingencies	Reserves	Net Total	VAT	Total	Min. Ref.	
Unpresented cheques b/fwd from 2023/2024			18000.00																	£ 18,000.00		£ 18,000.00	carried f/wd	
1	02.04.2024	1193 Cumberland Council			2391.83															£ 2,391.83		£ 2,391.83		
2	02.04.2024	1194 Cumberland Council			12100.75															£ 12,100.75		£ 12,100.75		
3	02.04.2024	DD Northern Trust Company Ltd			767.57															£ 767.57	£ 153.51	£ 921.08	Contract	
4	03.04.2024	DD Water Plus							10.08											£ 10.08		£ 10.08	Contract	
5	15.04.2024	DD Crown Gas & Power			554.70															£ 554.70	£ 110.94	£ 665.64	Contract	
	15.04.2024	BACS Cumbria LGPS		794.04																£ 794.04		£ 794.04	631/17 (ii)	
	15.04.2024	BACS Staff		5508.78																£ 5,508.78		£ 5,508.78	2424/23	
	15.04.2024	BACS HMRC		2253.01																£ 2,253.01		£ 2,253.01	HMRC	
6	17.04.2024	1195 J & R Bennett											800.00							£ 800.00	£ 160.00	£ 960.00	2432/24	
			18000.00	8555.83	15814.85	0.00	0.00	0.00	10.08	0.00	0.00	0.00	800.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	£ 43,180.76	£ 424.45	£ 43,605.21	

INCOME 2024-2025

Date	Item	Precept	Interest	Other
02.04.2024	Allotment Rents			1320.00
02.04.2024	Allotment Rents			2110.00
15.04.2024	Allotment Rents			747.00

0.00	0.00	4177.00	4177.00
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**WHITEHAVEN TOWN COUNCIL
SUMMARISED INCOME & EXPENDITURE STATEMENT
FINANCIAL YEAR 2024-2025**

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

BANK BALANCES BROUGHT FORWARD

CBS 53905917 (01.04.2024)	216,412.16
CBS 53906216 (01.04.2024)	633,024.86
TOTAL OPENING BALANCE	£ 849,437.02

INCOME:

Precept	
Interest (Deposit)	
Other Income	4,177.00
TOTAL INCOME	£ 4,177.00

EXPENDITURE

Unpresented cheques b/fwd from 2022/2023	18000.00
Employees & Allowances	8555.83
Premises	15814.85
Supplies/Services	0.00
3rd Party	0.00
Grants	0.00
Allotments	10.08
Ground Maintenance	0.00
Civic Hospitality	0.00
Ranger	0.00
Whitehaven In Bloom	800.00
Ward Grants	0.00
Elections	0.00
Environmental Improvements	0.00
Events	0.00
Contingencies	0.00
Reserves	0.00
VAT (to be reclaimed)	424.45
TOTAL EXPENDITURE	£ 43,605.21

CASH BOOK BALANCE

Brought forward	£ 849,437.02
Income	£ 4,177.00
Expenditure	£ 43,605.21
Town Council Funds	£ 810,008.81

BANK BALANCES

CBS 53905917 (17/04/2024)	177,943.95
CBS 53906216 (17/04/2024)	633,024.86
	£ 810,968.81

Less Unpresented Cheques 960.00

FINANCIAL POSITION **£ 810,008.81**

**INCREASE IN RATE FOR SECURITY PROVISION FOR
COUNCIL EVENTS**

Purpose of the Report and Recommendation

To consider a report on the increase in the rate for security provision for Council events

1.0 INTRODUCTION

- 1.1 A letter has been received from the Council's security provider (see Appendix 1) to say that due to various factors including Government inflation they have found it necessary to increase their pricing from £19.50 plus VAT to £20.50 plus VAT per hour per operative from April 2024 so that they can continue to maintain the level of service to the Council that they have always given.

2.0 RECOMMENDATION

- 2.1 That the Council considers the hourly rate increase and decides whether or not to accept it.

WTC 25/4/24
ITEM 8
APPENDIX



AJ Security (North) Ltd
12a Selby Terrace
Maryport
Cumbria
CA15 6NF

Email : admin@aj-security.com
Office : 01900 511233

Professionally protecting your community since 2018.

09/04/2024

Dear Vanessa,

We hope this letter finds you well, we are writing to inform you of an upcoming change that will affect our pricing structure, effective from April 2024.

Over the past several years, we have been dedicated to providing you with the highest quality services at competitive prices. However, due to various factors including government inflation we find it necessary to adjust our pricing to ensure continued sustainability and the ability to maintain the level of service you deserve.

As a result, we will be implementing an increase across our service range commencing from April 2024. While we understand that any price adjustment may come as an inconvenience, we want to assure you that we have carefully considered this decision to minimise the impact on our valued clients.

Our current rate is £19.50 per hour which will be increasing to £20.50 per hour excluding VAT.

We greatly appreciate your continued support and understanding during this transition period. Should you have any questions or concerns regarding the upcoming price increase, please do not hesitate to reach out to us. We are here to assist you in any way we can with providing reassurance.

Once again, we thank you for your loyalty and we look forward to continuing to serve you and to further enhance our client relationship in the years to come.

Kind regards,

Beth Wilson

Business Administrator

AJ-Security (NORTH) LTD



TRADERS MARKET ON 30TH MAY 2024

Purpose of the Report and Recommendation

To consider a report on a change in the entertainment for the Traders Market on 30th May 2024 and to make a decision on

1.0 INTRODUCTION

- 1.1 Members will recall that in October 2023 it was decided that as the Traders Market was on 30th May 2024 and was during the half-term week that Titan the Robot would be booked at a cost of £1870 plus VAT. This fee was taken from the Agents website.
- 1.2 It was then discovered that the price on the Agent's website was incomplete. To book Titan was £1870 plus VAT but there were extras - £200 travelling costs, £365 mileage and £400 for accommodation which increased the price by nearly £1000.
- 1.3 We had not budgeted for this so I had a look around and found there was a company in Preston called Big Foot Events who did dinosaurs and dragons and Dreygo the Dragon was available for our market at a cost of between £1400 and £1600 plus VAT depending on the package. Dreygo the Dragon is 18 feet long with a wing span of 15 feet and when the wings flap they go 12 feet up in the air. The dragon is accompanied by his keeper. (see Appendix 1
- 1.4 Members of the Events Advisory Group have been contacted and have recommended hiring Dreygo the Dragon.
- 1.5 The cost of hiring Dreygo for 2x20 minute performances is £1400 plus VAT. This includes the provision of a marquee for Dreygo. The cost of hiring Dreygo for 3x20 minute performances is £1600 plus VAT which includes the marquee.

2.0 RECOMMENDATION

- 2.1 That the Council approves the recommendations made by the Events Advisory Group.
- 2.2 That the Council decides which package to book - £1400 plus VAT including marquee for 2x20 performances or £1600 plus VAT including marquee for 3x20 performances

DREYGO THE DRAGON INFORMATION SHEET

Dreygo The Dragon will flap his incredible wings, breathe smoke from his nostrils and rear up and roar for his admiring audience.



TO MAXIMISE PERFORMANCE, PLEASE READ THE FOLLOWING INFORMATION CAREFULLY!

ARRIVAL:

Please consider logistics when planning – if the visit is to be a SURPRISE, please discuss arrival time with the operator prior to the event as you don't want your guests to see the operators lifting a Dragon out of the van!

PARKING / LOADING IN:

The Dragon travels in a LWB High Top Van and will need to have parking close to the loading in / appearance area. If van is unable to remain in this spot, parking must be provided at no cost.

OFF LIMITS - DESIGNATED AREA REQUIRED:

You must provide a designated area, closed off to public access, where the operators can assemble and disassemble the frame to hang the Dragon costume. *Minimum size of area required: 6 metres x 6 metres.* Closed off to the public. Prior to performance, the wings need to be fitted; **this requires 12ft ceiling clearance – or a hidden outside area.**

N.B. If you cannot provide a designated area, please discuss your event with us to see if we can work around this; The main consideration is for children / guests to only see the dragon when he's in operation, not hanging in his frame, as this ruins the illusion. It is much better for your guests if we can retain the SURPRISE element, so we need to prepare the dragon out of sight, near to the performance area.

ACCESS & VENUE – SIZE OF DRAGON:

Please consider the sheer size of our magnificent Dragon! He is **18ft long**, with a **wing-span 15ft wide**; when the wings flap they go **12ft in the air** which limits most indoor appearances due to access and clearance!

Please discuss size of dragon, performance area and logistics PRIOR to your event.

PERFORMANCE TIME NOTICE:

Please allow 15 minutes' notice before you want the Dragon to appear as it takes this length of time for the operators to prepare. *N.B. The operator cannot get ready until he has a designated or 'out of sight' area – see above!*

SET TIME LIMITS:

Due to the size, weight and temperature of the Dragon, the operator can only perform inside the costume for a **MAXIMUM of 20 minutes** from start to finish during one set. This includes walking FROM his designated area TO the performance area, and also includes his return walk to the frame.

N.B. Please do not ask him to do any longer than this; he can't! Health and Safety won't allow it.

RENEWAL OF CALC/NALC SUBSCRIPTION

Purpose of the Report

Members are asked to consider whether they wish to continue with the CALC/NALC membership for 2024/2025 and to authorise payment of the annual subscription fee.

1.0 ANNUAL SUBSCRIPTION 2024/2025

- 1.1 Attached at Appendix 1 is the letter received from CALC showing the annual subscription fee of £2,123.24 for 2024/2025 to continue Whitehaven Town Council's membership of CALC/NALC along with a reminder as to the benefits of CALC membership. This is an increase of £117.26.

2.0 RECOMMENDATION

- 2.1 That the annual subscription fee of £2,123.24 be paid for the continued membership of CALC/NALC for 2024/2025.

WTC 25/04/2024

Agenda Item 10
Appendix 1

Fire and Rescue Service Headquarters
Carleton Avenue
Penrith
Cumbria, CA10 2FA



office@calc.org.uk

April 2024

Mrs Marlene Jewell
Clerk
Whitehaven TC
148 Queen Street
WHITEHAVEN
CA28 7AZ

Dear Colleague,

ANNUAL SUBSCRIPTION 2024/25

I would like to thank your Council for its valued membership of the Cumbria Association of Local Councils over the past year. Annual subscriptions to the Association for 2024/25 are now due.

The subscription for your Council is made up of two payments, one to the Cumbria Association of Local Councils (CALC) and one to the National Association of Local Councils (NALC). Each portion of the subscription fee is itemised separately. The NALC portion of the fee for 2024/25 is calculated at 7.94p per elector and the CALC portion is calculated in proportion to the square root of your electorate.

For 2024/25 your CALC/NALC subscription fee is: **£2123.24**

This sum is made up of:
NALC subscription at £1485.02
CALC subscription at £638.22

Please note that a member council cannot be a member of CALC without being a member of NALC and vice versa.

Could you please put this membership subscription request before the next meeting of your Council so that continuation of membership can be authorised for payment? I enclose a note as a reminder of the benefits of CALC membership.

Please note that payment must be received by 31st August 2024. CALC services will be put on hold for Parish Councils who do not pay by that date.

Chairman: Cllr Mary Bradley

Chief Officer: Sonia Hutchinson

Cumbria Association of Local Councils Ltd is a company limited by guarantee registered in England and Wales.
Registered number: 15107335

www.calc.org.uk

You may pay us by cheque at the address shown at the top of this letter or alternatively pay by BACS as follows: Cumbria Association of Local Councils, Unity Trust Bank, A/C: 20466598, Sort Code: 608301. **(Please note change of Bank details from HSBC to Unity Trust Bank).**

It would be very helpful if you would please amend as necessary and return the enclosed form giving contact details for your parish council.

I look forward to receiving your Council's subscription.

Kind regards,

Sonia Hutchinson

Chief Officer

Chairman: Cllr Mary Bradley

Chief Officer: Sonia Hutchinson

Cumbria Association of Local Councils Ltd is a company limited by guarantee registered in England and Wales.
Registered number: 15107335

www.calc.org.uk

Benefits of CALC Membership 2024/25

Purpose of the Association

Cumbria Association of Local Councils is a not for profit organisation which delivers a wide range of services and benefits to its members, made up of Parish Meetings and Parish/Town Councils.

CALC is a voice for local councils (parish and town) on Cumbrian decision-making and advisory bodies. Any councils who are CALC members can nominate their councillors to the CALC Board and be part of this process. CALC has two Parish Support Officers who organise Association meetings. These associations work hard to ensure that every CALC member can hear from key unitary authority officers about issues that are relevant in their parish as well as a range of other speakers. CALC is also represented at a national level at the National Association of Local Councils (NALC) so our views can be reflected in national policy making and lobbying Parliament.

Legal, Procedural and Financial Advisory Service

CALC Membership gives parish councils access to an extensive resource of important operational information, including legal, HR, financial and procedural advice. If your query is of a complex legal nature, membership also gives you access to the **National Association of Local Councils**, which in turn provides a range of essential services including solicitors specifically qualified in parish matters. NALC also has experts in parish finance and procedural matters to call on. However, NALC cannot act on behalf of parish or town councils in legal proceedings, local legal advice has to be obtained in these cases. Additional support has been included for members via a solicitor's firm that specialises in parish law, Wellers Law Group, and the Parkinson Partnership which gives CALC members advice on matters such as VAT and Tax as well as other financial issues.

Through our membership of NALC, we are able to provide regular updates in changes to legislation. CALC will break down more complex information so that it is easily understood and will answer any queries that clerks and councillors may have; for example, on the changes to the audit arrangements.

Communication via a newsletter, website, social media and telephone

Along with changes to legislation, CALC regularly emails clerks with useful information from a range of sources from both within and without the county. CALC also sends out a newsletter which contains news from the county and beyond from a variety of sources.

The CALC website is a useful tool which we update with relevant information. Members get access to the Members Only restricted area which is a crucial source of information for clerks and councillors. To this area, we have added a number of 'off the peg' policy templates to allow parishes to easily ensure that they have the necessary documents in place.

CALC also works with both unitary authorities to build good working relationships and improve communication and co-operation between them and the local councils.

Chairman: Cllr Mary Bradley

Chief Officer: Sonia Hutchinson

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Registered number: 15107335

www.calc.org.uk

Training and Development Programme

Members are kept up to date with training opportunities and are encouraged to attend training whenever possible. CALC provides training for both councillors and chairmen (of both councils and committees). For clerks, we offer a range of training from the very basics through to audit procedures and specific training for the Certificate in Local Council Administration (CiLCA). In addition, we offer a range of specialist courses, including managing trees, managing staff and business planning. Finally, many councils find our bespoke whole council training, tailored to the development needs of your council a very valuable resource.

Employment and Clerks Database

The Association provides a free opportunity to advertise parish vacancies across the county via its website which is well-used. We also advice and support on all aspects of employment issues. We provide a range of resources to assist in the process of appointing clerks, including up to date information on salaries, pensions, and payroll. CALC also maintains an up to date database of all clerks and chairmen in the county.

Local Council Awards Scheme

We run the Local Council Awards Scheme in conjunction with the National Association of Local Councils.

The Local Council Award Scheme was developed to celebrate the successes of the best local councils, and to provide a framework to support all local councils to meet their full potential. The scheme offers councils the opportunity to show that they meet the standards set by the sector, assessed by their peers, and to put in place the conditions for continued improvement.

Lake District National Park Authority

CALC has a statutory duty to organise the nomination of parish representatives on to the National Park Authority. It fulfils this duty by holding elections and making recommendations to the Secretary of State who makes the appointment. The Association is also a member of the LDNPA Partnership Forum.

March 2024

Chairman: Cllr Mary Bradley

Chief Officer: Sonia Hutchinson

Cumbria Association of Local Councils Ltd is a company limited by guarantee registered in England and Wales.
Registered number: 15107335

www.calc.org.uk

ANNUAL INSURANCE PROVISION

Purpose of the Report

To inform Members of the Council's Insurance Provision for 2024/2025.

1.0 INSURANCE

- 1.1 The Council entered into a long-term insurance policy with Zurich Municipal in return for discounted rates (in 2022 it was agreed that the Council would enter into an agreement with Zurich Municipal for 5 years insurance cover - Minute ref 1998/22 refers). This effectively means that the Council is committed to renew the policy until the five years expire.
- 1.2 The premium for 2024/2025 is £3,727.48. This is an increase of £229.79. This is likely to increase if the Council acquire more assets.
- 1.3 If a Councillor wishes to inspect the Insurance Policy it is available to view in the Council Offices at Queen Street, Whitehaven.

2.0 RECOMMENDATION

- 2.1 It is recommended that the position regarding the Insurance Policy be noted and approved and the premium of £3,727.48 for 2024/2025 be paid.

WTC 25/04/2024

Item 12

**STREET NAME AND NUMBERING CONSULTATION - LAND
AT HARRAS MOOR, WHITEHAVEN**

Purpose of the Report and Recommendation

To consider (as Consultees) a report received from Cumberland Council regarding the Street Name and Numbering of the residential development on land at Harras Moor

1.0 INTRODUCTION

1.1 The Council has received a report from Cumberland Council regarding the Street Name and Numbering of the residential development on land at Harras Moor (see Appendix)1

1.2 The Developer has suggested the following street names:

Cantle Grove
Lariat Place
Whippletree Way

Paragraph 1.3 of the Report shown at Appendix 1 gives an explanation for the suggested names

2.0 RECOMMENDATION

2.1 The Council is requested to consider the new street names for the development shown at Appendix 1 and give any comments to Cumberland Council

**STREET NAMING AND NUMBERING
NEW RESIDENTIAL DEVELOPMENT – LAND AT HARRAS ROAD, WHITEHAVEN**

Lead Officer: Chris Hoban, Strategic Planning Manager

To ask members to decide on the street name for the proposed new residential development on the Land at Harras Road, Whitehaven

Recommendation: That the street names Cantle Grove, Lariat Place and Whippetree Way to be adopted for this development and all the relevant bodies be notified.

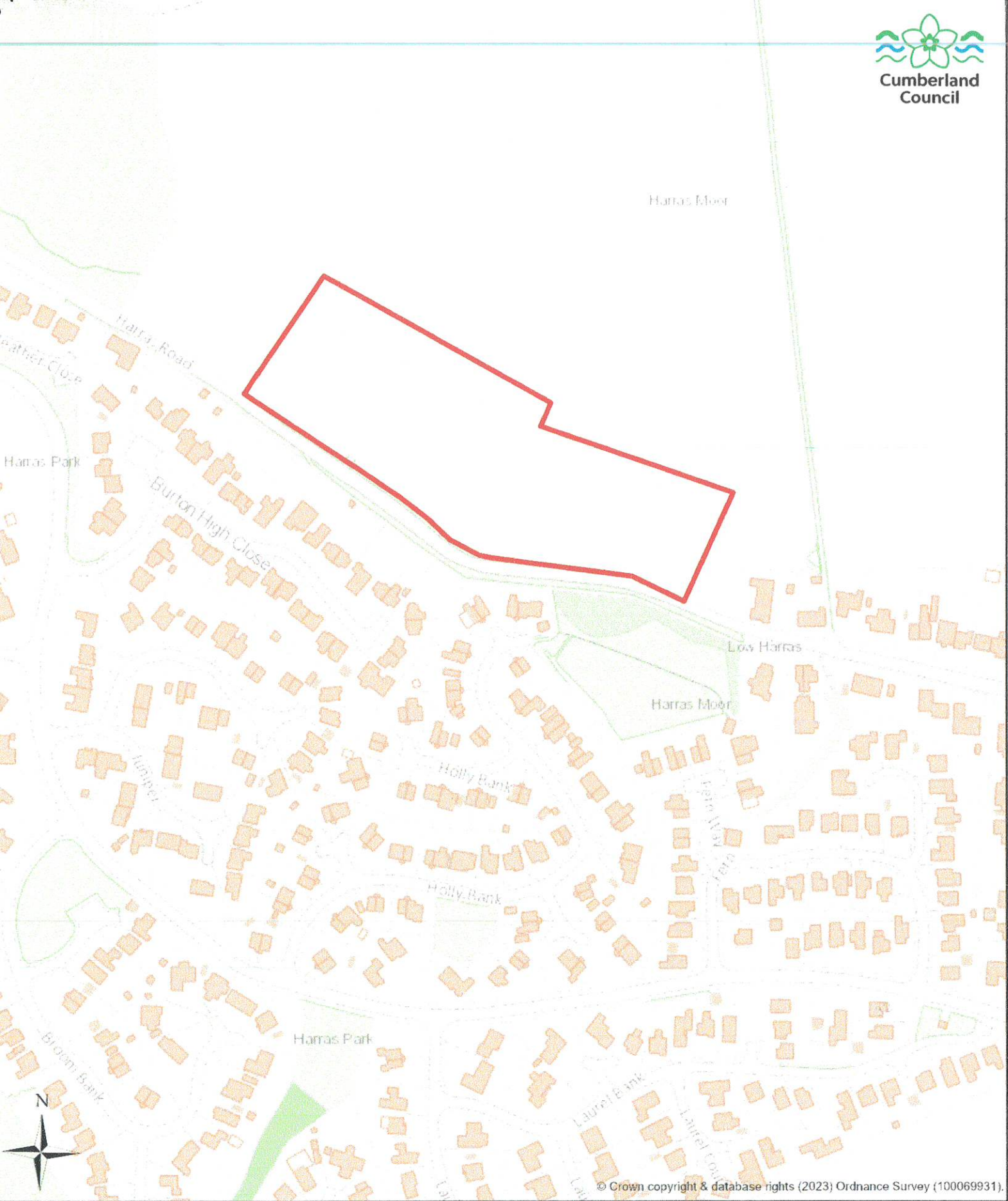
Resources Implications: Cost of providing street nameplates if the request is approved.

1.0 Supporting Information

- 1.1. This site is a Residential development located on the Land at Harras Road, Whitehaven. The developer wishes to have the new street name adopted for this development.
- 1.2. The Developer stated the name Harras is a name given to a 'herd of stud horses'. Historically, it would appear that the name Harras Road was derived from the fact that wild horses meandered on the meadows that were once there.
- 1.3. The Developer suggested the following names Cantle Grove, Lariat Place and Whippetree Way. The developer has suggested Cantle Grove as this is the name for the main part of a horses saddle, Lariat Place is the rope used to catch wild horses and Whippetree Way as this is the linkage for horses reins.
- 1.4. Whitehaven Town Council are currently being consulted.

CONTACT OFFICER: Graeme Singleton, Strategic Planning & GIS
Technical Officer

BACKGROUND PAPERS: Street Naming file



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Cumberland Council

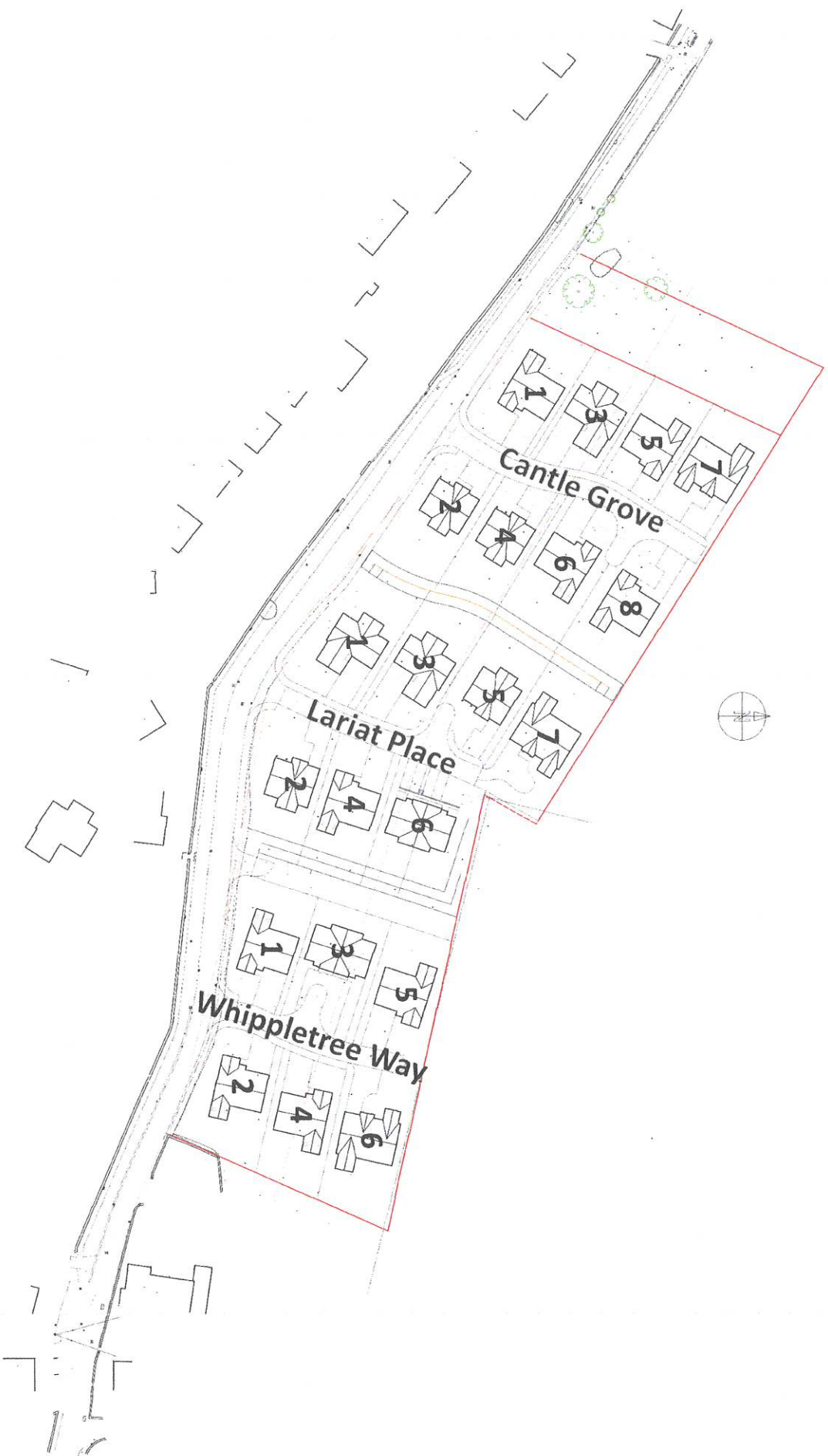
The Market Hall
Market Place
Whitehaven
Cumbria
CA28 7JG

Tel: 01946 59 83 00

Street Naming and Numbering (Register Residential Development)

- 1-7 (Odds) 2-8 (Evens), Cattle Grove, Whitehaven
- 1-7 (Odds) 2-6 (Evens), Lariat Place, Whitehaven
- 1-5 (Odds) 2-6 (Evens), Whippetree Way, Whitehaven

18/03/2024 10:00:00



No.	Date	Revision	1803
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ALPHA DESIGN
 Architectural Services
 Member of the Chartered Institute of Architectural Technologists
 Tel: 01208 825499 email: info@alphadesign.co.uk

Project:
**LAND TO NORTH EAST OF
 HARRAS ROAD,
 WHITEHAVEN**

Client:
JOHN SWIFT HOMES LTD.

Drawing:
**PROPOSED SITE PLAN
 (19 DWELLINGS)**
 Scale: 1:500 D.A. Drawn: JH
 Checked: Date: 18/03/2024

Drawing No:
18/03/926 - 06

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