

WHITEHAVEN TOWN COUNCIL

Minutes of the Council Meeting held on 28th February 2019

Present: Councillors G Roberts (Chairman); J Forster; R Gill; C Hayes; J Kane; C Maudling; B O’Kane; S Poland;

M. Jewell, Clerk and Responsible Financial Officer

V Gorley, Trainee Assistant Town Clerk

Members of the Public

1207/19 Apologies For Absence

Apologies for absence were received from Councillor Rayson, Councillor Walmsley and Councillor Lowrey

1208/19 Declarations of Interest

Councillor Maudling declared that he was a member of CBC’s Planning Panel. Councillor O’Kane declared that he was a member of CBC’s Planning Panel.

1209/19 Minutes of the Council Meeting held on 31st January 2019

It was proposed by Councillor Hayes and seconded by Councillor Maudling that the Minutes for the Council Meeting on 31st January 2019 be approved and signed by the Chairman as a correct record.

RESOLVED – That the Minutes of the Council Meeting on 31st January 2019 be approved and signed by the Chairman as a correct record.

1210/19 Public Participation

Councillor Kane came into the meeting during this item

A member of the public said she had been concerned about not being allowed to take cars into Hensingham cemetery. She said she had a blue badge and it would be impossible to visit her husband’s grave if she could not take a car in. The Assistant Town Clerk said it was on CBC’s website that blue badge holders were allowed to take their cars into cemeteries.



1211/19 Planning Applications

The Council considered a list of Planning Applications received and shown at Appendix 1.

Application CH/4/19/2016/OF1 relating to the Coastal Activity Centre was discussed and it was proposed by Councillor Gill and seconded by Councillor Roberts that a letter be sent to CBC's Planning Department to say that the development was to be welcomed as it was functional and up to date and that the Town Council gives its full support for this development.

RESOLVED – That the Council agreed that this development was functional and up to date and was to be welcomed and that the Town Council gives its full support for this development and that a letter be sent to CBC's Planning Department informing them of this.

1212/19 Financial Report

The Council considered a Financial Report

- i. Since the Agenda had gone out it was reported that a further 4 invoices had been received:-

- Viking Direct for 61.48
- Cumbria Media for £24.00
- Identibadge for £23.52
- V Gorley (USB stick) for £12.99

It was proposed by Councillor Gill and seconded by Councillor Hayes that the Invoices shown at Appendix 1 including the additional 4 invoices in i above be approved and paid.

RESOLVED – That the Invoices shown at Appendix 1 including the 4 additional invoices in i 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 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.

1213/19 **Service Contract with Westcom for IT Provision**

The Council considered a report on the renewal of the service contract with Westcom the suppliers of the Council's server. The renewal fee was £1,152 per annum including VAT.

It was proposed by Councillor Gill and seconded by Councillor Kane that the service contract be renewed in the sum of £1,152.

RESOLVED – That the Service Contract be renewed in the sum of £1,152

1214/19 **Hewlett Packard Enterprise Support Services Contract for Hardware**

The Council considered a report on entering into a one year support service contract with Hewlett Packard Enterprises for hardware following the expiry of the 3 year contract. The cost was £77 excluding VAT and covered the costs of time and materials for repairs to the hardware.

It was proposed by Councillor Gill and seconded by Councillor Maudling that a one year support services contract be entered into with Hewlett Packard Enterprises for hardware in the sum of £77 plus VAT

RESOLVED – That a one year support services contract be entered into with Hewlett Packard Enterprises in the sum of £77 plus VAT.

1215/19 **Presentation on Bransty Junction Scheme**

The Clerk reported that at the request of CCC this would be postponed until the March 2019 meeting.

1216/19 **Report from Events Advisory Group (Christmas Lights Infrastructure)**

Further to Minute 1203/19 the Council considered a report giving reasons for and the risks associated with suspending Financial Regulations to allow CCC to carry out necessary works to improve the Christmas lights infrastructure and the necessary work to repair the Christmas lights.

It was proposed by Councillor Gill and seconded by Councillor O'Kane that having made a resolution to suspend Financial Regulations and having considered the reasons for and the risks of suspension that Financial Regulation 11 be suspended in accordance with Financial Regulation 18 to allow CCC to carry out the necessary works to improve the Christmas lights infrastructure and to carry out the necessary work to repair the Christmas lights.

RESOLVED - That having made a resolution to suspend Financial Regulations and having considered the reasons for and the risks of suspension that Financial Regulation 11 be suspended in accordance with Financial Regulation 18 to allow CCC to carry out the necessary works to improve the Christmas lights infrastructure and to carry out the necessary work to repair the Christmas lights.

1217/19 Report from Events Advisory Group

The Council considered a report from the Events Advisory Group and recommendations made therein.

i It was proposed by Councillor Poland and seconded by Councillor O’Kane that the following recommendations be approved and actioned by the Council:-

- That leaflets be printed and distributed for the window dressing competition
- That the Police be asked to put forward a team for the paper aeroplane competition
- That for the paper aeroplane competition there be some local stalls in St Nicholas Gardens for sweets, bric a brac, a tombola and that the Church be asked if they want a stall.
- Checks be made to see if there is a world record for paper aeroplanes
- That infant and junior schools be contacted to see if they want to submit a school model(s) for the model making competition. Councillor O’Kane to deal with this.
- That the Council approach React Engineering and ask if they could bring something to the model making competition. Councillor O’Kane to deal with this.

RESOLVED – That the recommendations shown in 1217/19 i above be approved and actioned

ii It was proposed by Councillor Gill and seconded by Councillor Poland that the Council ask CBC for an appropriate number of market stalls to be picked up, erected and returned by the Council’s Ranger free of charge for use at WTC events and that if this cannot be agreed without cost then the Council agrees to purchase 2 gazebos and 2 tables at the lowest quote.

RESOLVED - That the Council ask CBC for an appropriate number of market stalls to be picked up, erected and returned by the Council’s Ranger free of charge for use at WTC events and that if this cannot be agreed without cost then the Council agrees to purchase 2 gazebos and 2 tables at the lowest quote.

iii It was proposed by Councillor Gill and seconded by Councillor Maudling that the following recommendations be approved and actioned:-

- That for the model making competition on 31/05/19 that a magic/balloon modelling session be organised for the people attending the event
- That vouchers to be spent in local shops be given as prizes for the model making competition with £100 for the winner, £75 each for the second and third plus a voucher for £50 for the winner of the bring your own model.

RESOLVED – That the recommendations in 1217/19 iii above be approved and

actioned.

- iv It was proposed by Councillor O’Kane and seconded by Councillor Maudling that a ceiling of £1,000 be made available to underwrite each event and if further money is required it be referred to full Council for approval and if any money is retained it be carried over.

RESOLVED – That a ceiling of £1,000 be made available to underwrite each event and if further money is required it be referred to full Council for approval and if any money is retained it be carried over.

1218/19 Report from Allotments Advisory Group

The Council considered a report of the Allotment Advisory Group Meeting held on 15th February 2019 and the recommendations made. Following a discussion it was:-

- i It was proposed by Councillor Kane and seconded by Councillor Hayes that the annual rents for the allotments be increased from £34 for a full plot and £17 for a half plot to £40 for a full plot and £20 for a half plot with effect from 1st April 2019 and retaining the 50% concessionary rate for those in receipt of Universal Credit and of pensionable age.

RESOLVED – That the annual rents for the allotments be increased from £34 for a full plot and £17 for a half plot to £40 for a full plot and £20 for a half plot with effect from 1st April 2019 and retaining the 50% concessionary rate for those in receipt of Universal credit and of pensionable age.

- ii It was proposed by Councillor Hayes and seconded by Councillor Poland that one 12 cubic yard skip be provided for each allotment site in March 2019 and October 2019 using the lowest of the three quotes received and costing £390 plus VAT per skip.

RESOLVED – That one 12 cubic yard skip be provided for each allotment site in March 2019 and October 2019 and March 2020 using the lowest of the three quotes received and costing £390 plus VAT per skip.

- iii It was proposed by Councillor Gill and seconded by Councillor Poland that one ton of hardcore be provided by the Council subject to Financial Regulations at Crow Park Allotments to be used by allotment holders to repair potholes

RESOLVED – That one ton of hardcore be provided by the Council subject to Financial Regulations at Crow Park Allotments to be used by allotment holders to repair potholes.

- iiii It was proposed by Councillor Gill and seconded by Councillor Poland that because of the circumstances and as a one off that the request to put a larger

sized polytunnel than usual on an allotment plot at Crow Park be allowed but that this should not set a precedent

RESOLVED – That the request to put a larger than usual sized polytunnel on an allotment a Crow Park be approved as a one off because of the circumstances but that this should not set a precedent.

1219/19 **Update report on Community Plan**

The Council considered a report giving an update on progress with the Community Plan. The last meeting with Action for Communities centered around a questionnaire with a view to adapting it to be circulated. The final version would be available the next week and would be available on the Town Council website, on CBC's website and handed out door to door by Councillors.

It was proposed by Councillor Poland and seconded by Councillor Hayes that Councillors look at the questionnaire and if no amendments are received that the final version of the questionnaire goes out the following week on the Town Council website, CBC Website and that Councillors deliver 50 questionnaires in their Wards.

RESOLVED - That Councillors look at the questionnaire and if no amendments are received that the final version of the questionnaire goes out the following week on the Town Council website, CBC Website and that Councillors deliver 50 questionnaires in their Wards.

1220/19 **The Council's Ranger**

The Clerk said the Council's Ranger had been in post for nearly 12 months and had made a difference to the town and in some of the Wards and had been providing a good service. His salary for 2019/2020 had been included in the Council's budget.

The Ranger would shortly be involved in Whitehaven in Bloom. This was an information item only with no decisions required but the Council expressed an opinion that the Ranger was doing a good job for the town.

1221/19 **Office Lease**

The Council considered a report on the Lease of Room 3 in the Civic Hall. The Clerk reported that the Lease expired on 31st March 2019 and that CBC would shortly be sending a draft Lease for consideration. If the new Lease was not completed by 31st March 2019 then the Council would be holding over under the terms of the present Lease.

CBC had asked if the Council would be prepared to open and close the Civic Hall to facilitate the use of the Dunboyne Hall by the Nuclear Partnership and in return the Council could have free use of the front part of the Dunboyne Hall for Council Meetings.

It was proposed by Councillor Gill and seconded by Councillor Poland that the Lease position be noted and that things remain as they are and no action be taken with regard to the use of the Dunboyne Hall by the Council.

RESOLVED – That the Lease position be noted and that things remain as they are and that no action be taken with regard to use of the Dunboyne Hall by the Council.

1222/19 **Report on Provision of Police Cadets**

The Council considered a report on Volunteer Police Cadets. The Police had asked about the use of Volunteer Police Cadets to work in the community during the summer holidays.

It was proposed by Councillor Poland and seconded by Councillor Maudling that the Council engages with the Police for the provision of Volunteer Police Cadets for the area.

RESOLVED – That the Council engages with the Police for the provision of Volunteer Police Cadets for the area

1223/19 **Resolution to use Council Seal**

The Council considered a report on the use of a Common Seal (Standing Order 23 refers).

The Council considered a report on a resolution to use the Common Seal.

It was proposed by Councillor Gill and seconded by Councillor Poland that:-

- i. That the hand seal in the Council's possession be the Council's Common Seal (Standing Order 23a).
- ii. That the Common seal be used for sealing a deed required by law Standing Order 23b)
- iii. That red seals be purchased for use on legal documents

RESOLVED – That the proposals in i to iii above be approved

1224/19 **Digital Sign**

The Council considered a report on a digital sign which it was proposed to place in St Nicholas Gardens to replace the two existing blue edged noticeboards. The digital sign could be updated from office desktops.

It was proposed by Councillor O'Kane and seconded by Councillor Maudling that:-

- i. A digital sign of the type shown in the report be purchased from Scrimsign at the costings given in paragraph 2.1 of the report
- ii. That standing Order 11 be suspended in accordance with Standing Order 18 to allow the sign to be purchased from Scrimsign

- iii. That the Clerk be authorised to make application for any necessary planning permission for the digital sign
- iv. That local industry be contacted for the commission of the sign

RESOLVED- That the proposals in i to iv above be approved.

1225/19 Report on Provision of Play Equipment at Bleach Green

Councillor O’Kane said that he had been looking at the possibility of putting a play park for the under 7s on land at Bleach Green but that financially the Council could run up against severe problems. It was uncertain as to whether the residents wanted this as they had been asked but no responses had been received. Councillor O’Kane asked that this be noted for the time being and no decision was taken.

1226/19 Councillor Matters

- i. Councillor Kane referred to the Bandstand and the fact that the work had been completed.
- ii. Councillor Poland said there was a problem with adults and kids on motorbikes on the cycletrack who tended to come out when school finished at 3.10pm and the kids were frightened to walk there. The Police had been contacted and had said that they couldn’t do anything about it without evidence and that she would like the Police to liaise with her about this
- iii. Councillor Forster said they had experienced something similar but that the Police had been really good
- iv. Councillor Forster said litter picks were going to start soon and they could use Volunteer Police Cadets for this and that there were a few other things in the pipeline but that they were desperate for a community centre at Hensingham
- v. Councillor Maudling referred to Church Street/ Queen Street and the state of the pavements. He said they were uneven where the utility companies had been working.
- vi. Councillor O’Kane said they should be told that things have got to be patched up properly
- vii. Councillor Gill said he had complained about the brick sets in the market where they had been covered/filled by tarmac and had been told there were sets in storage and he thought that these should be used.
- viii. Councillor Poland said the sign above the money shop was hanging off
- ix. Councillor O’Kane referred to day care centre closures and in particular to Cross Keys day care Centre at Senhouse Street. He said that dementia is increasing and yet the day care facilities in our town are virtually nil. He said CCC are deciding things in Whitehaven with no liaison with the Town Council.

- x. Councillor O’Kane referred to the bus stop on Lowther Street and hoped that it would get moved to try and stop the anti social behaviour
- xi. Councillor Gill said that PSPOs would be implemented in the next couple of months and CBC enforcement officers would enforce them.
- xii. Councillor O’Kane asked if the Council could communicate with CBC and ask if enforcement could be increased significantly.
- xiii. Councillor Hayes said that there was quite a lot going on in Kells. There were still problems with dog fouling but it seemed to have quietened down. He said he was looking at getting a crossing put in as children couldn’t cross the road to the play area as the road was like a racetrack
- xiv. Councillor Kane said there was a group called Cumbria Health Care based at Workington and suggested that they be invited to a meeting of the Council to give a presentation
- xv. Councillor Hayes said he was holding surgeries every 2 months and had found them really helpful.

1227/19 Date and Time of Next Meeting

RESOLVED – That the next meeting of the Council be on 28th March 2019 at 6.30pm in the Ennerdale Room, Whitehaven Civic Hall.

1228/19 IN PRIVATE

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.

RESOLVED – That the public and/or press withdraw from the room.

1229/19 Grant Application (WF)

The Council considered a grant application from Whitehaven Foyer
It was proposed by Councillor Forster and seconded by Councillor Poland that a grant of £1,000 be awarded

RESOLVED – That a grant of £1,000 be awarded to Whitehaven Foyer

1230/19 Grant Application (TC)

The Council considered a grant application from Taste Cumbria
It was proposed by Councillor Gill seconded by Councillor Poland that a grant be not awarded due to the fact that the Council were organising a number of



events in 2019.

RESOLVED - That a grant be not awarded

1231/19 Defamation, Bullying and Harrassment

The Council had a discussion on defamation, bullying and harassment. It was proposed by Councillor O'Kane and seconded by Councillor Hayes that evidence be referred to and discussed with the Police.

RESOLVED – That evidence be referred to and discussed with the Police

The Meeting closed at 9.00pm

Chairman

A handwritten signature in black ink, appearing to read 'James O'Connell', written over a horizontal line.