

WHITEHAVEN TOWN COUNCIL

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

To: Members of Whitehaven Town Council

You are duly **SUMMONED** to attend an **EXTRAORDINARY MEETING** of **WHITEHAVEN TOWN COUNCIL** which will be held in **THE BEACON PORTAL** at **THE BEACON, WHITEHAVEN** on **TUESDAY 18th OCTOBER 2022** at **5.30 pm**

Signed... *Marlene Jewell* ... Dated... *12th October 2022* ...
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. Christmas Switch on Event – Clerk to give update

5. Remembrance Sunday

6. Council Offices – Clerk to give update

7. Bus Shelter

8. Quote for Advertising from Localiq for switch on event

9. Allotment Contract

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9. Allotment Contract

10. Grass cutting Contract

11. Promoting the Town

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.

17. Contract for 2 Operatives – To follow

REMEMBRANCE SUNDAY 2022

Purpose of the Report

For Members to consider increasing the number of sandwich platters to be served after the Remembrance Sunday Church Service.

1.0 INTRODUCTION

- 1.1 Members will recall that at the Full Council meeting held on 29th September 2022 it was agreed to provide 6 sandwich platters to serve at the reception following the Remembrance Sunday Church Service.
- 1.2 Further information has since been received from the supplier in that each platter serves approx. 5-6 people and cost £15 for 2 platters.
- 1.3 It is recommended that Councillors increase the number of sandwich platters to be served at the reception following the Church Service.
- 1.4 The expenditure for Remembrance Sunday will be under Section 137 of the Local Government Act 1972.

2.0 RECOMMENDATION

- 2.1 That Members increase the number of sandwich platters to be served at the reception following the Remembrance Sunday Church Service.

BUS SHELTER

Purpose of the Report

To update Members on the damaged Bus Shelter at Main Street, Hensingham, Whitehaven and to inform Members of a request received to install a Bus Shelter at Red Lonning, Whitehaven.

1.0 INTRODUCTION

- 1.1 Members were informed via e-mail on 15th August 2022 that the bus shelter at Main Street, Hensingham in Whitehaven had been irreparably damaged by a scaffolding truck and for safety reasons had to be removed.
- 1.2 A claim was submitted to the Council's insurers and a payment is imminent.
- 1.3 We have since learned that the location of the removed bus shelter is no longer used as a designated bus stop so a new shelter will not be installed at this location.
- 1.4 A request has been forwarded to us from Cumbria County Council's Bus Infrastructure Officer asking if the Town Council would consider funding a shelter at the bus stop outside the Independent Living Scheme for over 55's at Red Lonning, Whitehaven.
- 1.5 As part of the process a bus panel consisting of members from Cumbria County Council, Cumbria Police and Stagecoach will be consulted on the proposal.
- 1.6 Enquiries are still being made as to the owner of the land where the bus shelter is to be sited so that permission can be sought to install the shelter.

2.0 RECOMMENDATION

- 2.1 It is recommended that permission to install the bus shelter at Red Lonning is approved providing that the bus panel approve the proposal and that permission is given by the landowner and that 3 quotes are sought from bus shelter manufacturers and reported to Full Council for consideration.

**QUOTE RECEIVED FROM LOCALIQUE FOR ADVERTISING
CHRISTMAS LIGHTS SWITCH ON**

Purpose of the Report

To inform Members of a quote received from Localique for advertising of the Christmas Lights Switch on Event and to consider the quote.

1.0 INTRODUCTION

- 1.1 A representative from Localique visited the Council Offices to ask if we required any advertising for our events and in particular for the Christmas Lights Switch on on 19th November 2022.
- 1.2 Attached at Appendix 1 are quotes for 3 options for advertising costing £1,034.00 plus VAT; £880.00 plus VAT; and £530.00 plus VAT.

2.0 RECOMMENDATION

- 2.1 Members are requested to consider the quote containing the 3 options and decide which, if any, of the options be approved

From: Joy Humphreys <joy.humphreys@localiq.co.uk>
Sent: 06 October 2022 13:29
To: Whitehaven Town Council
Subject: Christmas Marketing Light Switch on & Markets

Hi Marlene
Thank you for your time earlier....

As promised please find a couple of options to market the Whitehaven Christmas Light Switch On & The Markets

Option 1

Half page in our 48-page County Wide Supplement and online appearing in the Whitehaven News, Times & Star, Cumberland News, Westmorland Gazette (Kendal) and The Mail (Barrow) - w/c 14th November plus a facebook targeted campaign hitting your target market audience throughout Local Area running 3-4 weeks before the Event

£1,024 plus vat

Option 2

Quarter page in our 48-page County Wide Supplement and online appearing in the Whitehaven News, Times & Star, Cumberland News, Westmorland Gazette (Kendal) and The Mail (Barrow) - w/c 14th November plus a facebook targeted campaign hitting your target market audience throughout Local Area running 3-4 weeks before the Event

£880 plus vat

Option 3

Facebook targeted campaign hitting your target market audience throughout Local Area running 2-4 weeks before the Event (no print & online package)

£530 plus vat
(complete with a full end of campaign report)

Hope all the above meets with your approval and look forward to your reply

Kind regards

Joy Humphreys

Media Solutions Account Manager (Cumbria)
Newsquest Media Group | LOCALiQ

07764 657134

newsquest.co.uk | localiq.co.uk

ALLOTMENT AND PIGEON LOFT SITES MAINTENANCE CONTRACT

Purpose of the Report

To inform Members that the Allotment and Pigeon Loft Sites Maintenance Contract is due for renewal and quotes are to be sought for 2023/2024.

1.0 INTRODUCTION

- 1.1 The Council will be seeking quotes for the 2023/2024 Allotment and Pigeon Loft Maintenance Contract.
- 1.2 Quotes will be sought for the list of services attached at Appendix 1.
- 1.3 Additionally, all Contractors submitting a quote will be asked to provide the following:
 - Details of public liability insurance (minimum cover £2,000,000.00);
 - A copy of their risk assessment;
 - A copy of their operational management document;
 - Details of staff;
 - List of machinery;
 - Business continuity provision.
- 1.4 All quotes received will be reported to Full Council on 24th November 2022.

2.0 RECOMMENDATION

- 2.1 Members are asked to note the information contained within the report.

The list of services required to be undertaken at the allotment sites and pigeon loft sites are: -

- Carry out pathway maintenance four times yearly to ensure good access for tenants such maintenance to include grass cutting provided that this obligation shall not require the Service Provider to put the pathways into a better condition than they are at the date of the agreement;
- Carry out hedge maintenance twice yearly;
- Carry out ongoing reactive and preventative maintenance to maintain/improve allotments to a desired standard provided that this obligation shall not require the Service Provider to put the allotments or pigeon lofts into a better condition than they are at the date of the agreement;
- Maintain perimeter fencing and site security in its existing condition at the date hereof;
- Repair water supplies as and when necessary;
- Maintain access/parking areas in their condition at the date hereof;
- Removal of any fly tipping on site;
- Removal of any compost (leaf mould) on site;
- Maintain any signage on site in its existing condition at the date hereof;
- Provide a schedule of works clearly itemizing when works would be carried out;
- Provide monthly reports to Whitehaven Town Council to include Health and Safety

GRASS CUTTING CONTRACT

Purpose of the Report

For Members to consider if there are any additional areas in their wards that should be included in the list of areas to be cut, before quotes are sought for the 2023/2024 Grass Cutting Contract.

1.0 INTRODUCTION

- 1.1 The Grass Cutting contract is due for renewal on 1st April 2023.
- 1.2 The list of areas to be cut are attached at Appendix 1.
- 1.3 The maps (where available) showing the areas to be cut are attached at Appendix 2.

2.0 RECOMMENDATION

Members are asked if there are any additional areas of grass within their wards to the ones on the list that require cutting and to provide a detailed map of these additional areas within the next 2 weeks so that quotes can be sought and presented to the Full Council Meeting on 24th November 2022.

Whitehaven Town Council - Grass Cutting 2023/2024

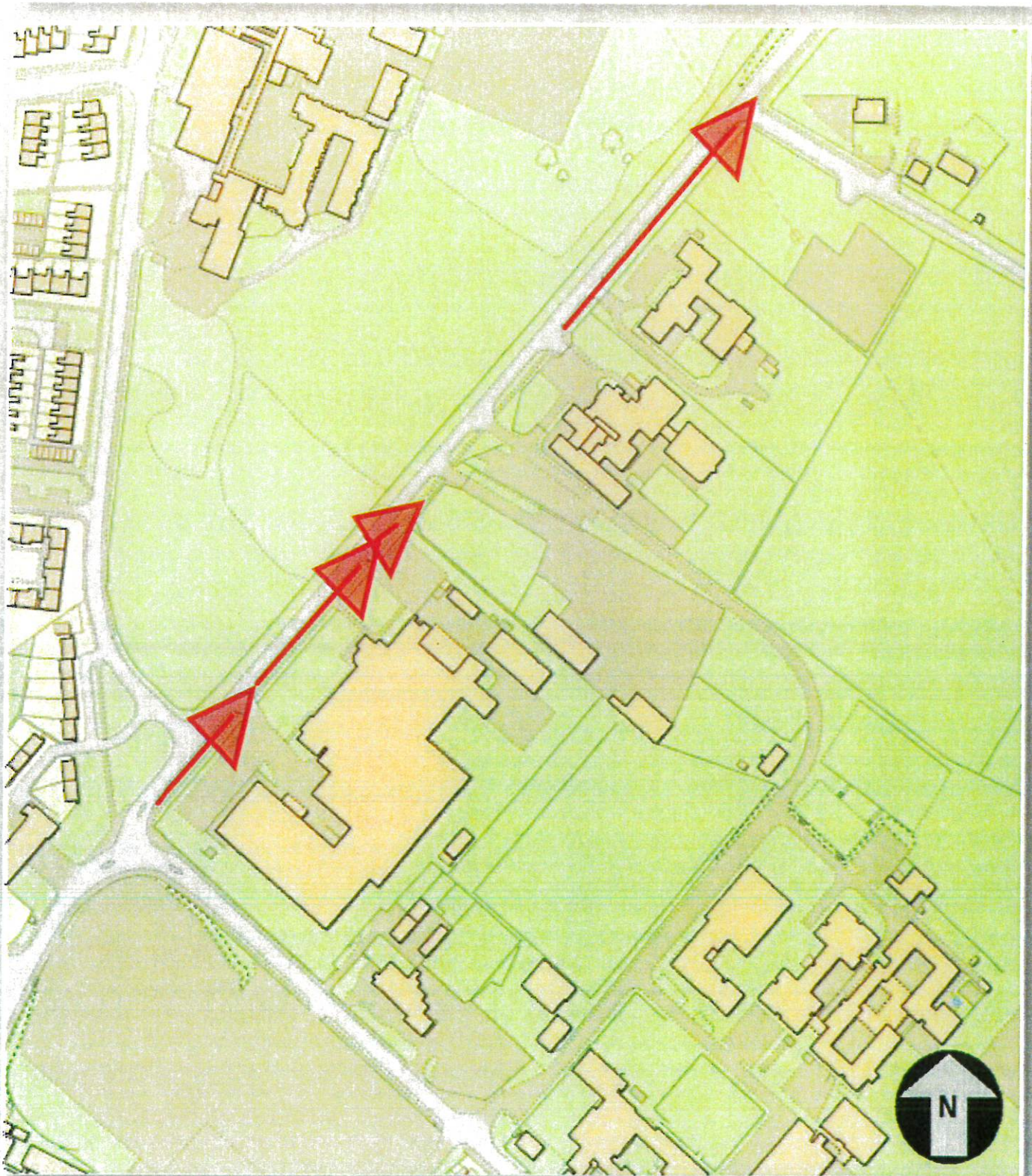
Area

Verge from Firestation to Alma Bank Road
Carlton Drive to Thornton Road
End Of Carlton Drive
Thornton Road Entrance
Verges along Thornton Road
Greenlands Avenue
Ashleigh Place
Hillcrest Avenue
Tower Hill
Victoria Road verge
Rannerdale Drive junctions
Crossfield Road, Bransty verges
Area next to St Gregorys and St Patricks school
Verges along Whinlatter Road
Yewbarrow Close - Bank
Whinlatter road - Large Bank
Wastwater Road entrance
Monkwray Bungalows, junction of Monkwray Brow
Verge next to Monkwray Cottages
Corner Harbour View/High Road
Mirehouse Road verge
Sandwith Village Green
Toll Bar
Toll Bar to Pelican verge
Pocket Park, Bransty
Highfield Road - opposite Jericho play area
Cleator Moor Road Verge - Whitehaven
Corner at start of Foxhouses Road
Springfield Avenue (Highfield Court)
Springbank Junction
Wordworth Road Junction
Richmond Hill to Homewood verge
Bottom of Lincoln Road junction
Station Road - Coach Road junction
Corner of Winston Drive off Main Street Hensingham
Substation at junction of Homewood and Sneckyeat Road
Cambridge Road - Garage Site
Victoria Road left side up to junction with Elizabeth Crescent
Banks near Bransty School overlooking New Road
Far end of Jubilee Road (on to Red Lonning)
Jubilee Road beside Rascals nursery
Balmoral Road - top end where the footpath is
Balmoral Road - in front of No's 135 & 169
Carlton Drive - next to no 33 where the beck leads to Thornton Road
Verges on Cross Lane
Cross Lane/Jericho Road corners

Jericho Road car park
Verges on Highfields
Corner of Highfields/Woodlands Avenue
Area outside no 5 Lansdowne Grove
Verges at Standings Rise
Area outside St Gregory and St Patrick's School
Top of Castle Park next to Castle Park Lodge
Outside Valley School near the Cattle Arch
Bleng Avenue for the end of Foxhouses Road and ending at the junction with Esk Avenue
Footpath leading to Maple Grove behind the verge at Bleng Avenue
Footpath leading from Bleng Avenue to Calder Avenue
Footpath to the left after going through the Cattle Arch and leading to Valley Junior School entrance
Verge opposite South Row, Kells from the shop to the bottom
Land adjacent to Greenbank Community Centre
Football field at Victoria Road
Junction of Elizabeth Crescent and Victoria Road

Verge from Fire Station to Alma Bank Rd

Only Areas Marked by red arrow



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Carlton Drive to Thornton Road



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Thornton Road Entrance



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Verges along Thornton Road



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Greenlands Avenue



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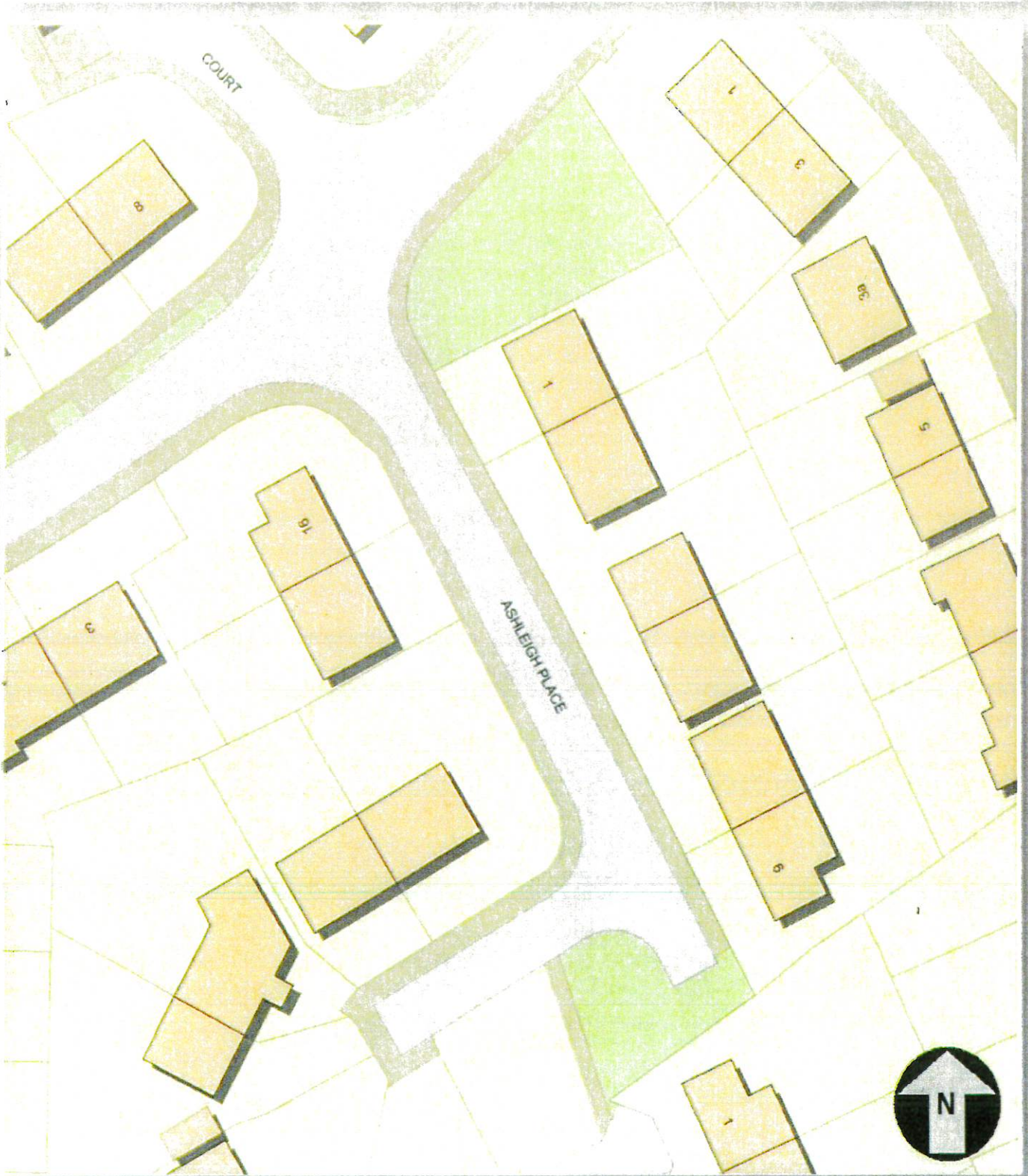
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Ashleigh Place



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Hillcrest Avenue



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Tower Hill



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Victoria Road Verge



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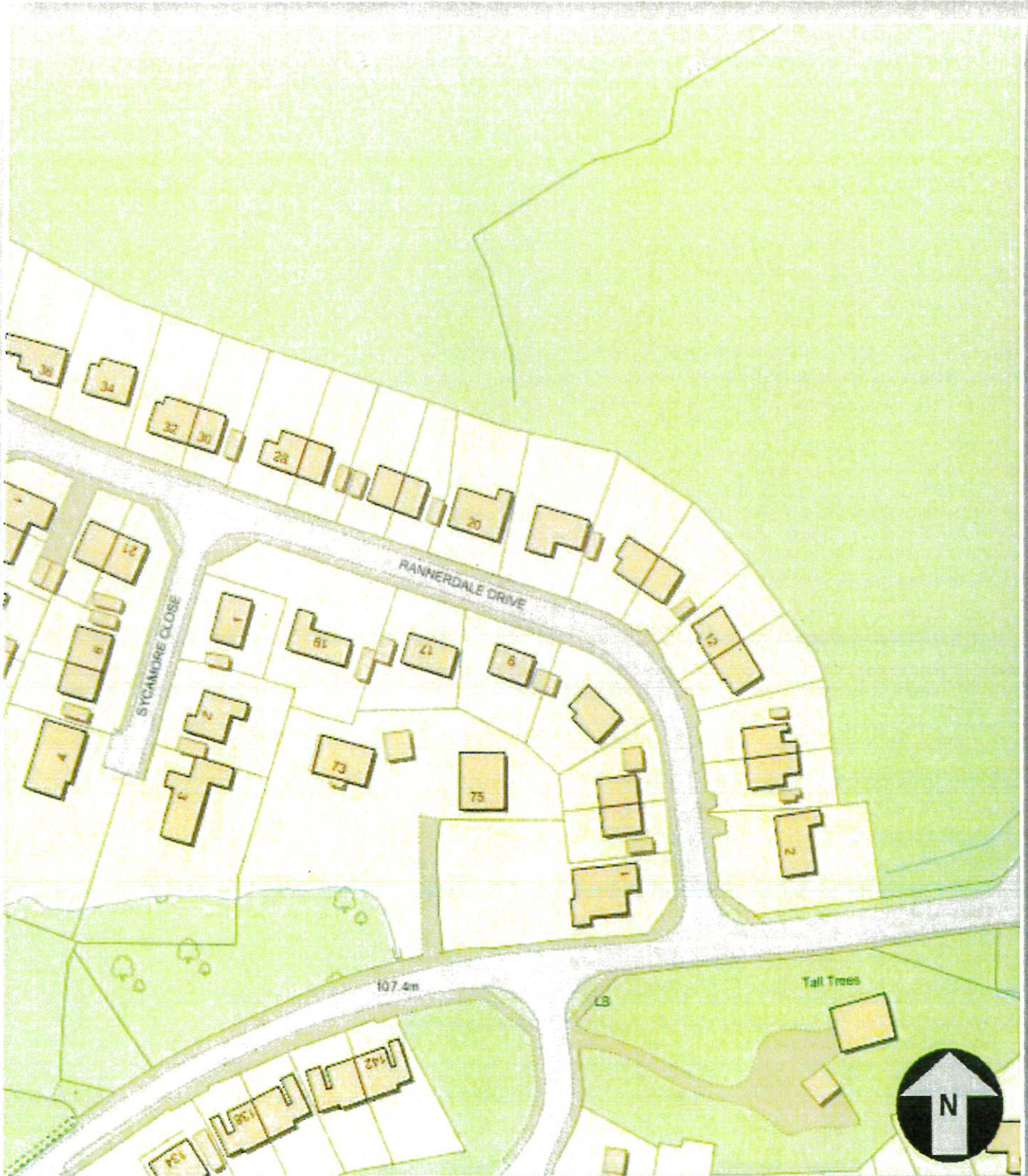
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Rannerdale Drive Junctions



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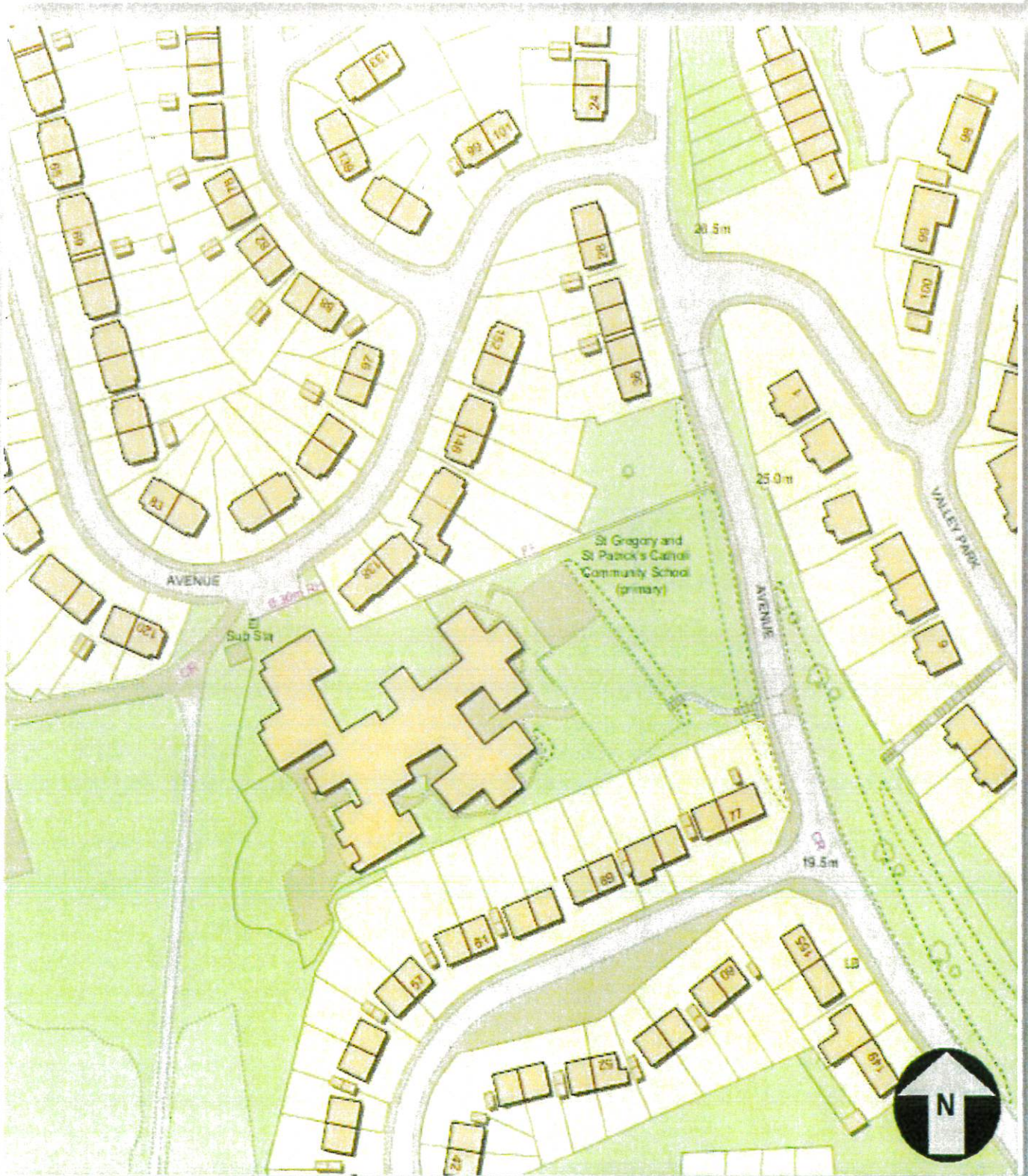
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St.Gregory & St.Patrick School - off Esk Ave



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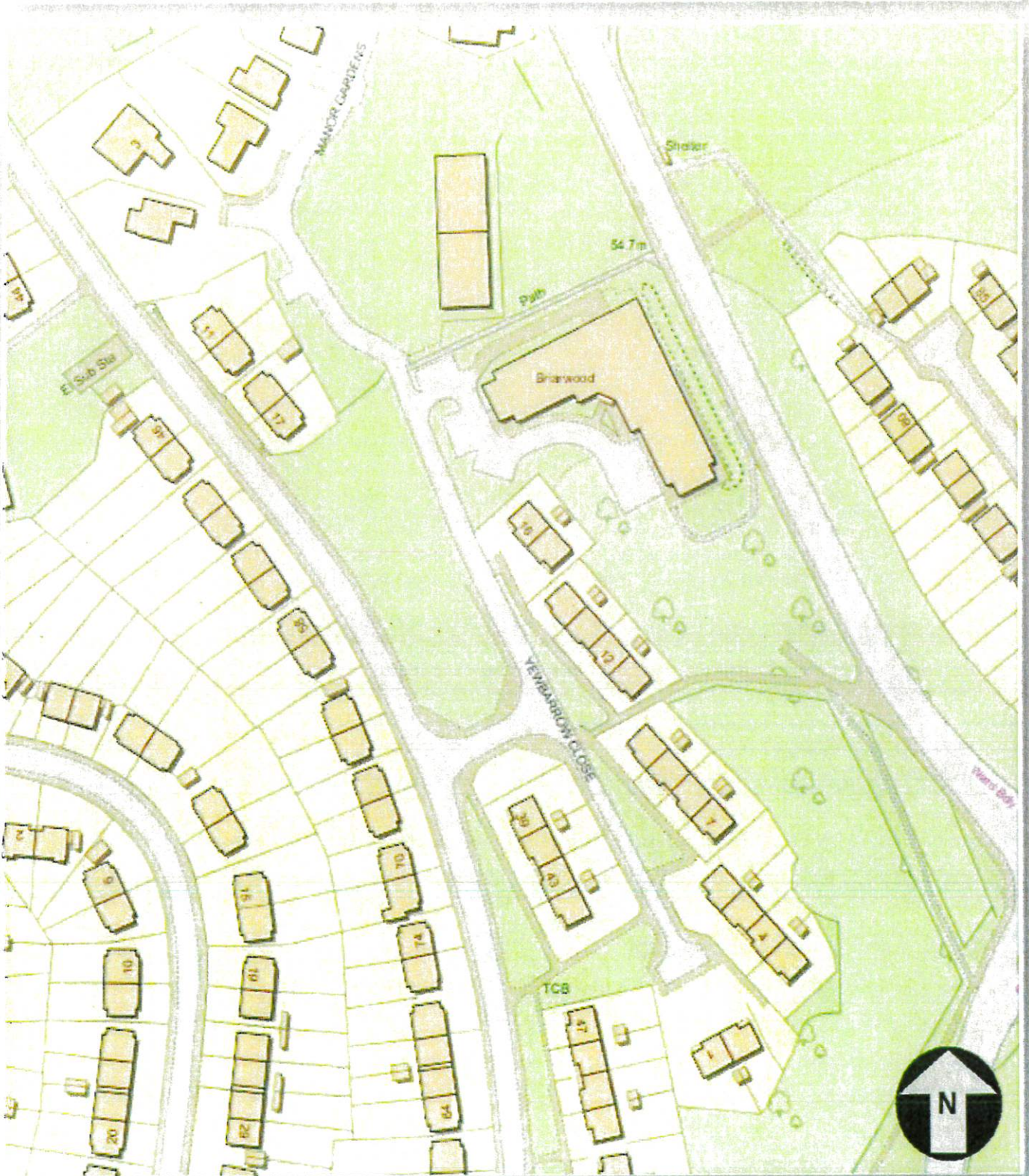
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Yewbarrow Close Bank



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Wastwater Road - Entrance



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Monkway Bungalows - Junction of Monkway Brow



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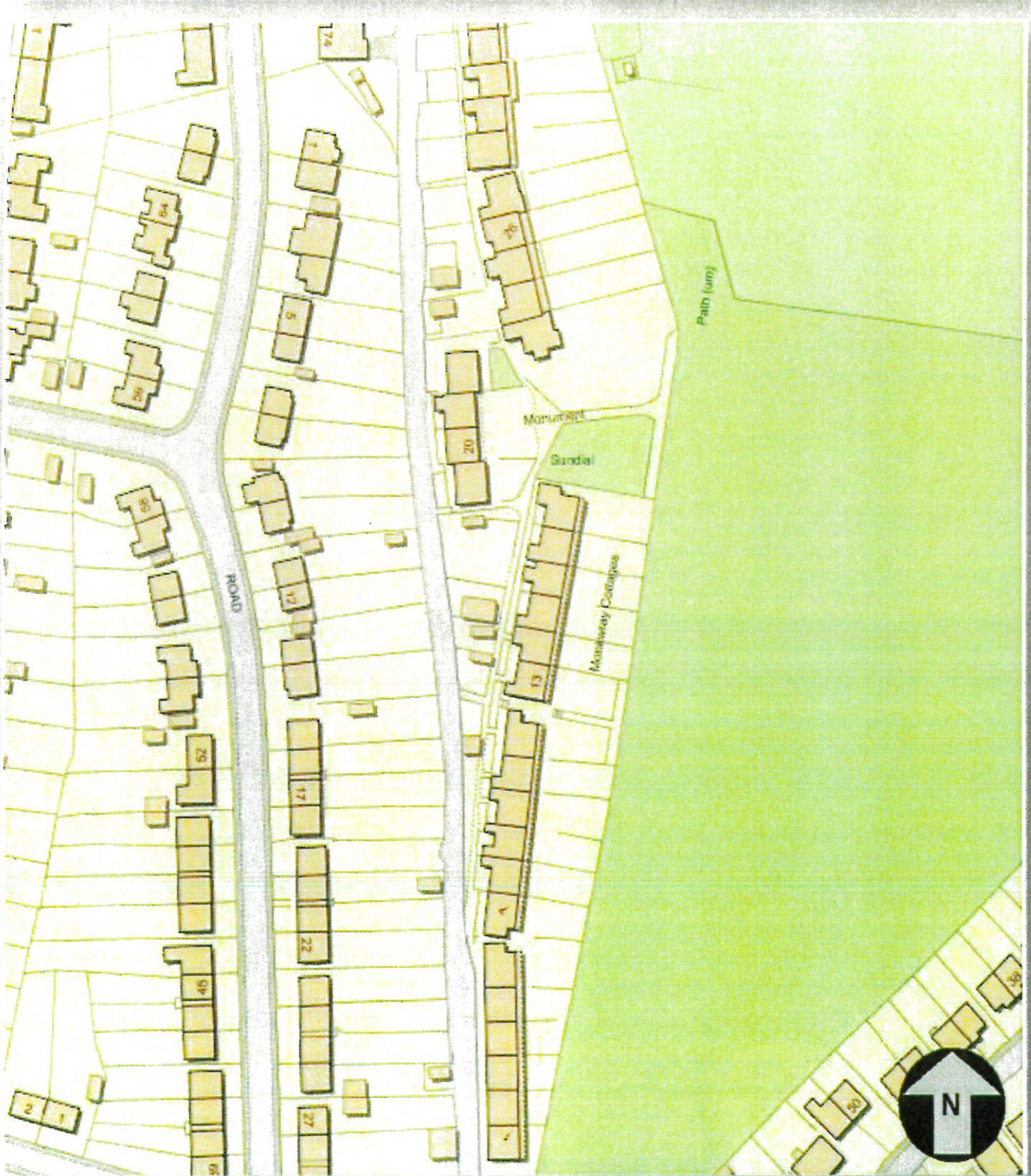
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Verge next to Monkway Cottages



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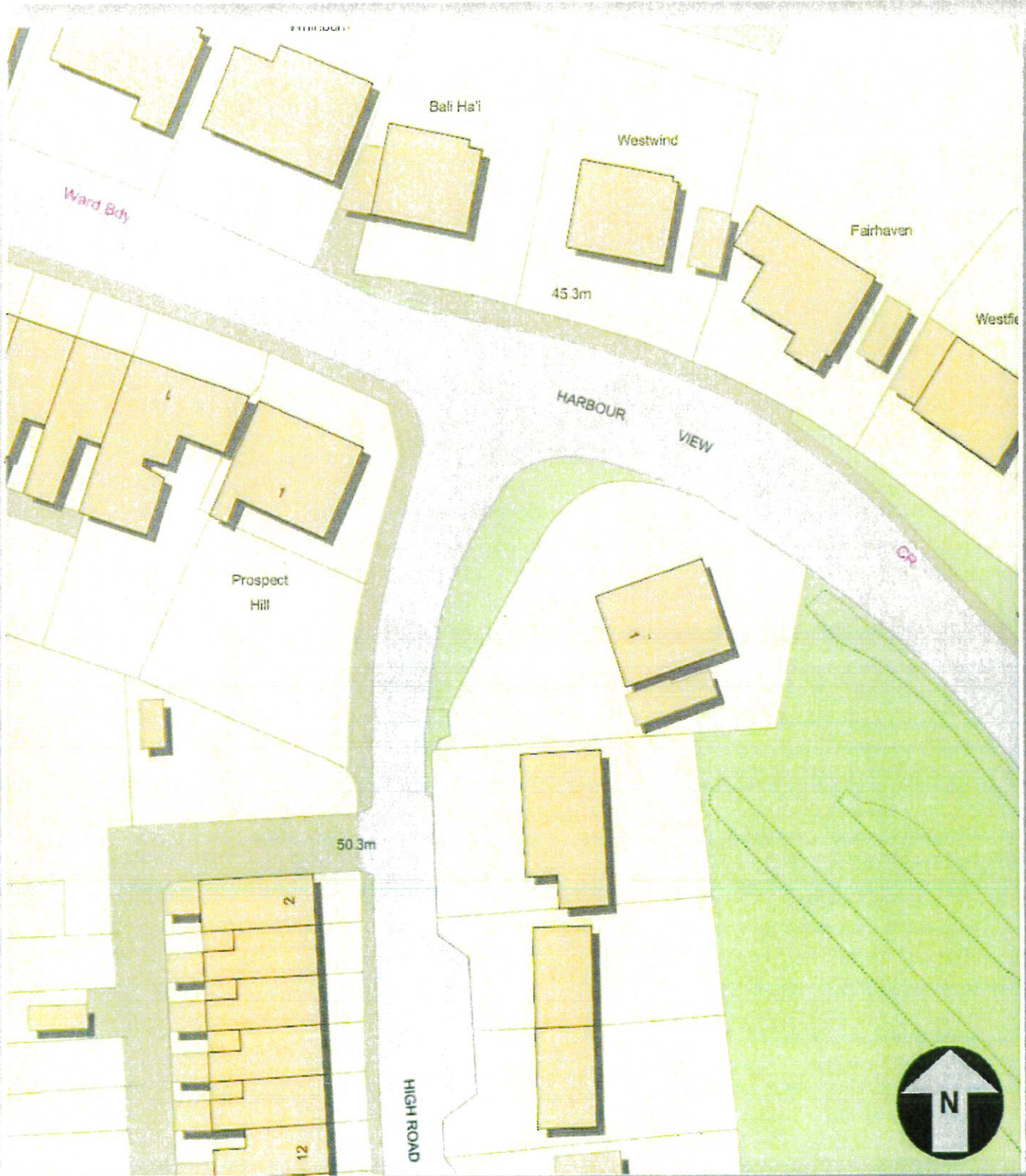
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Corner Harbour View/High Road



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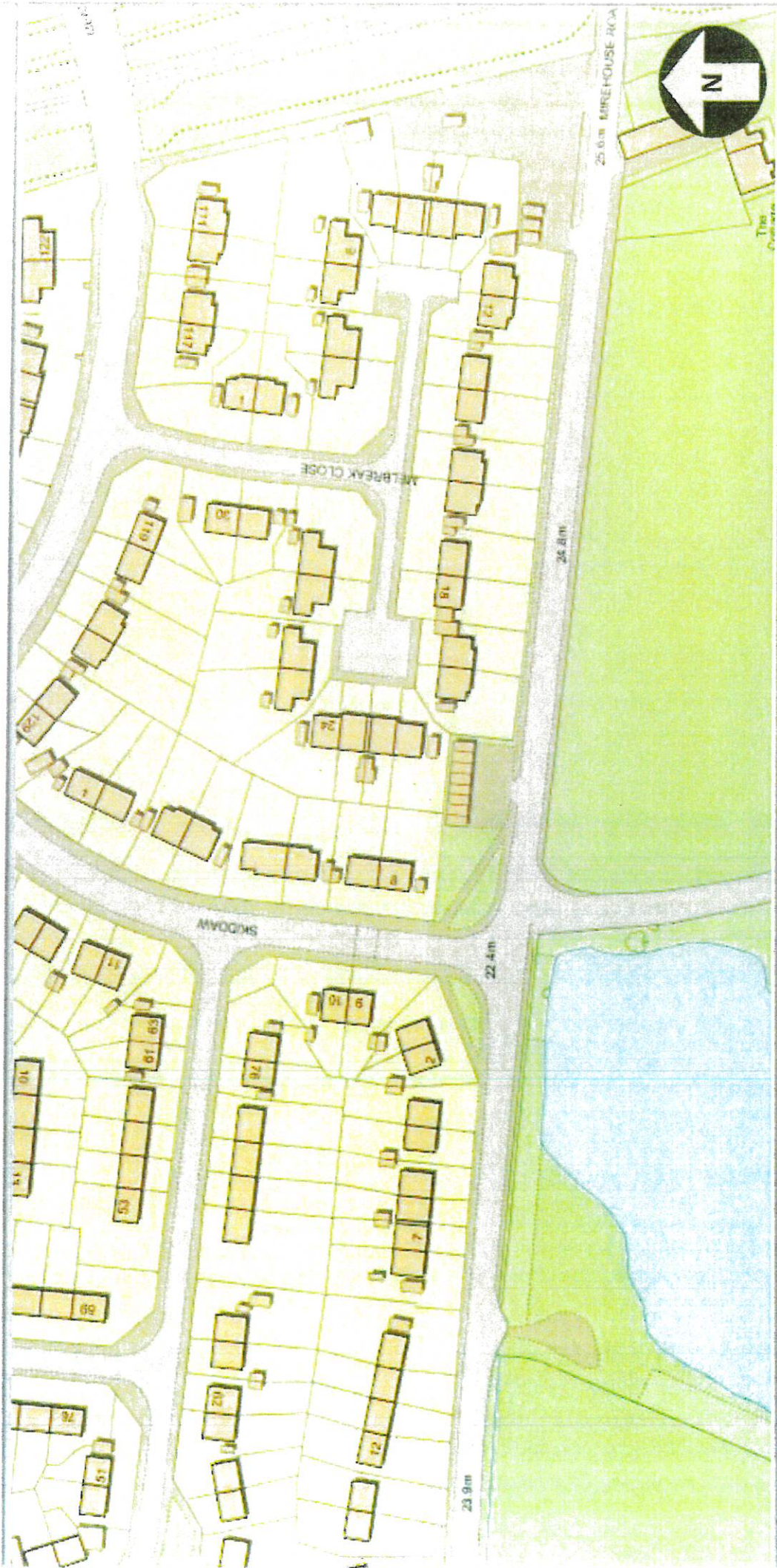
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Mirehouse Road - Verge



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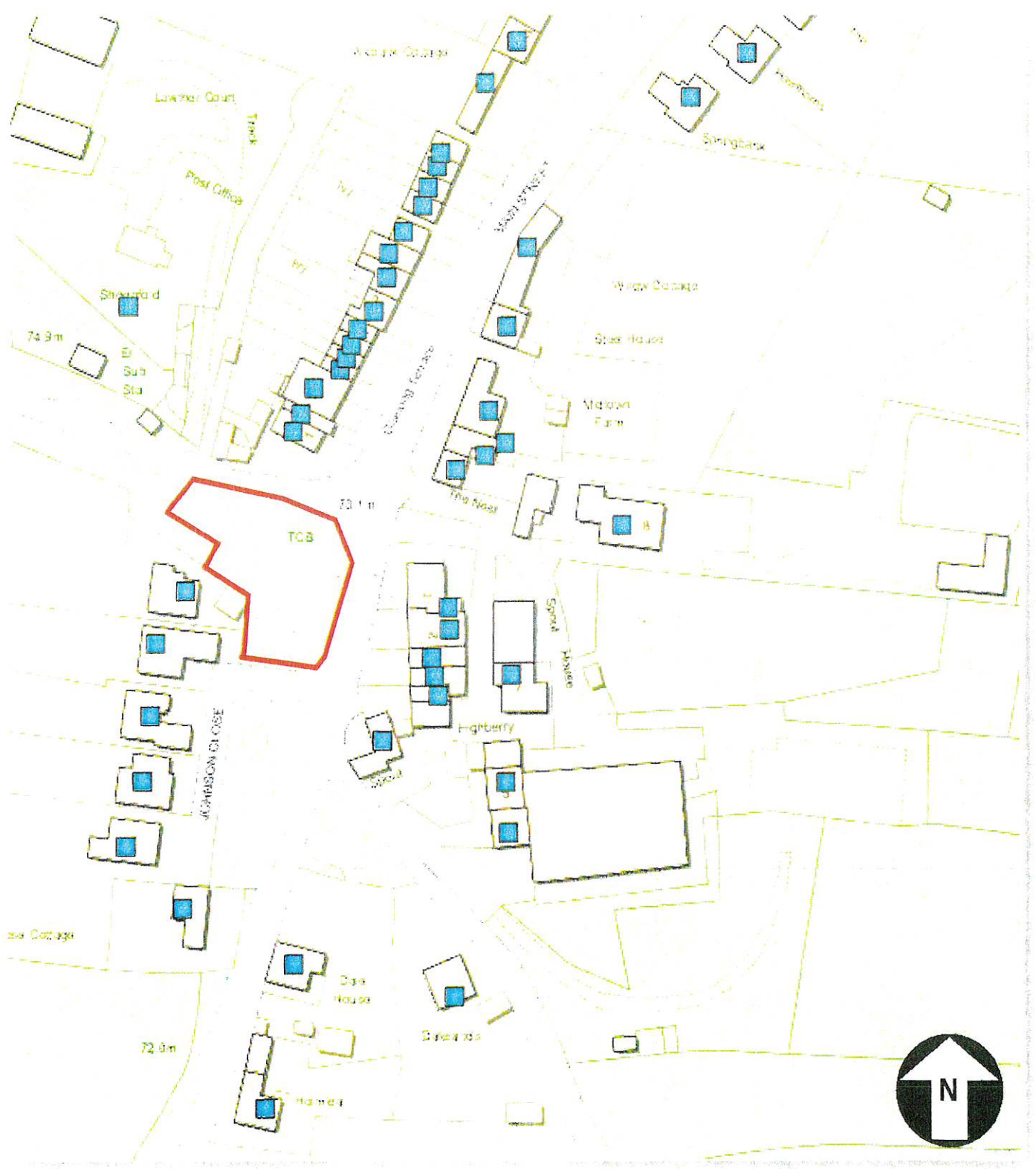
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Sandwith Village Green - Sandwith

Marked in red



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Toll Bar to Pelican Verge - Whitehaven



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Toll Bar to Pelican Verge.2 - Whitehaven



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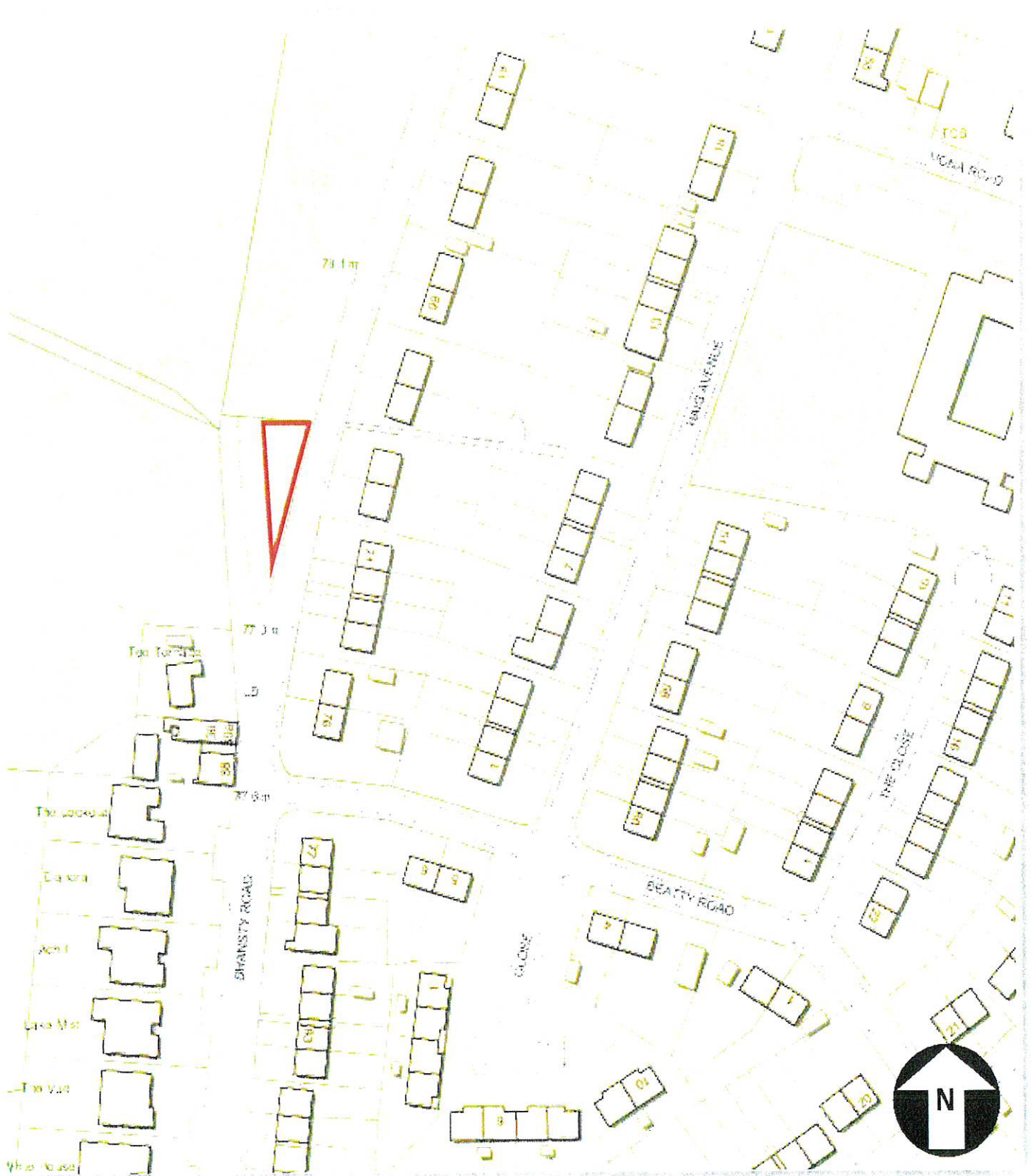
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Pocket Park Bransty Road

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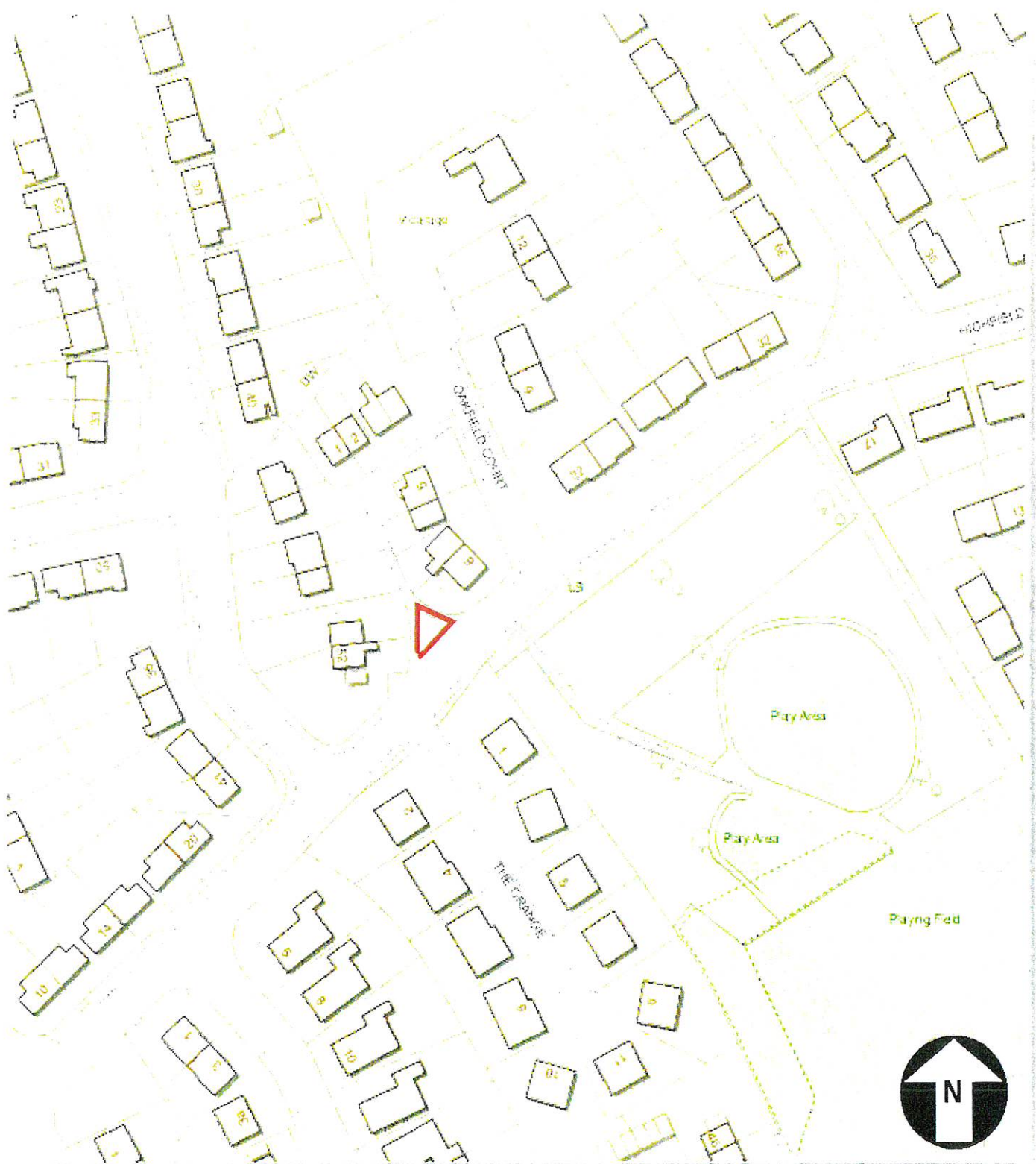
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Highfield Road opposite Jericho Play area

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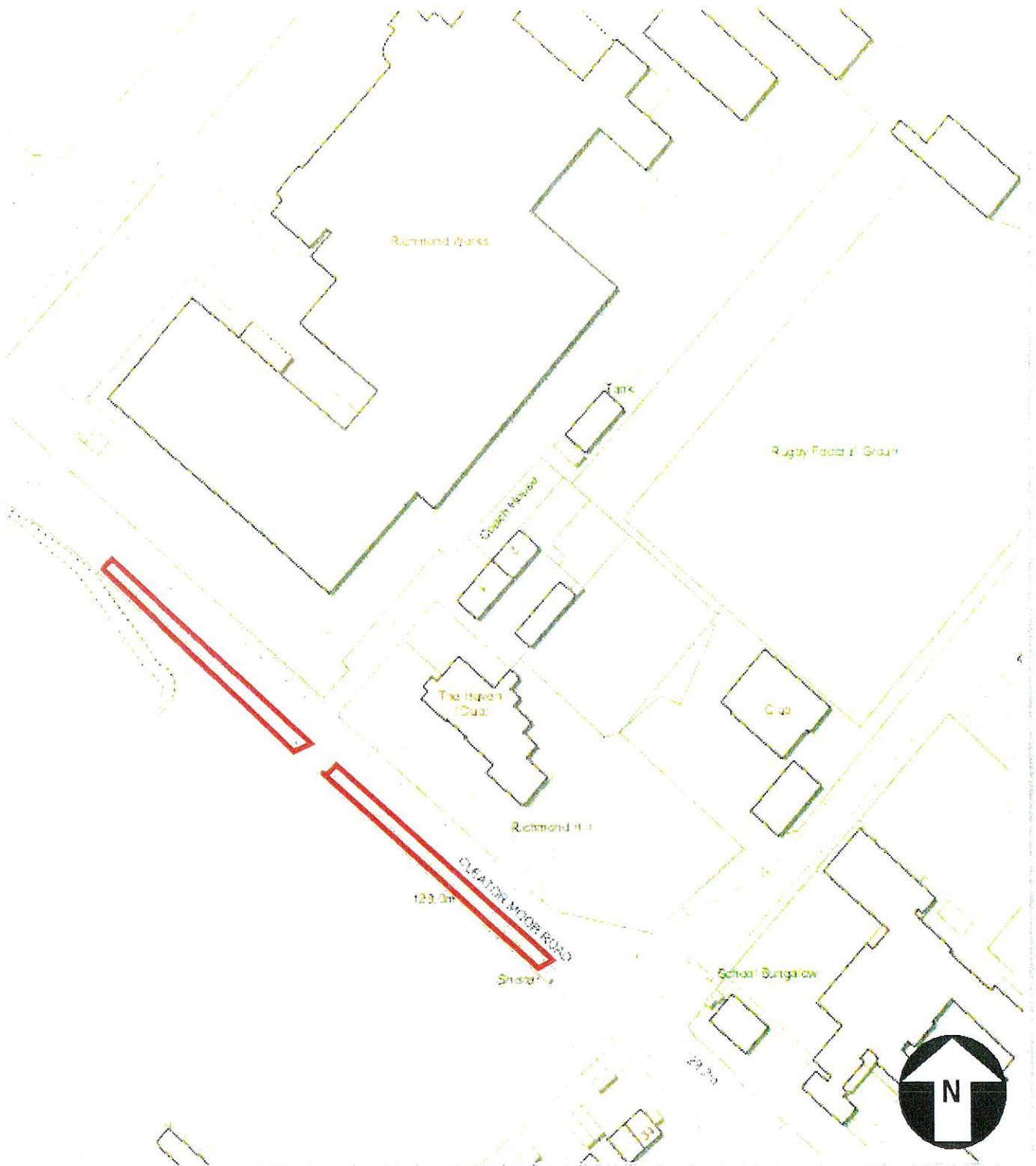
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Cleator Moor Road Verge

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Corner - Start of Foxhouses Road



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Springfield Avenue (Highfield Court)

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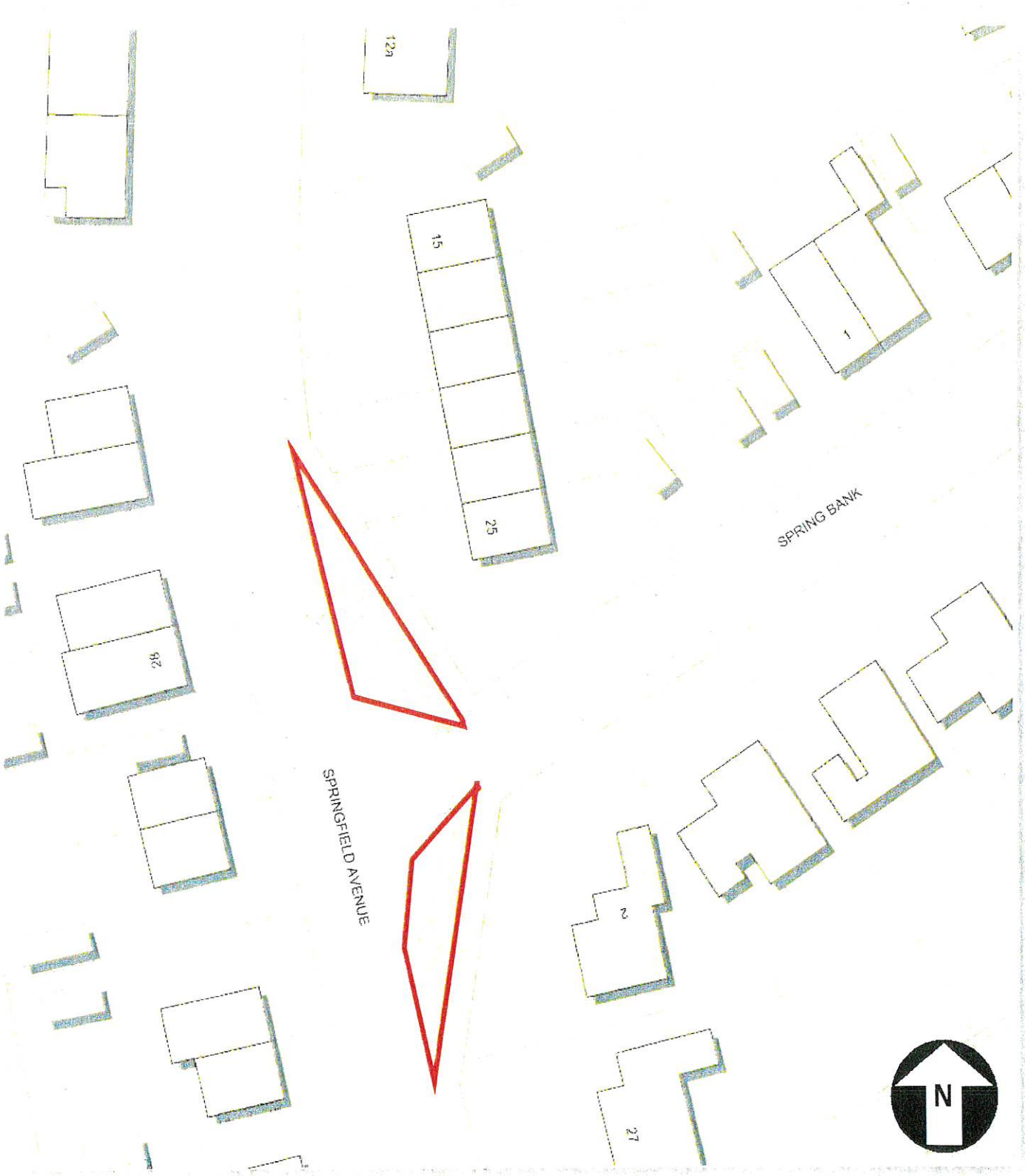
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Spring Bank Junction onto Springfield Avenue

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Wordsworth Road - Junction from Springfield



Mapel

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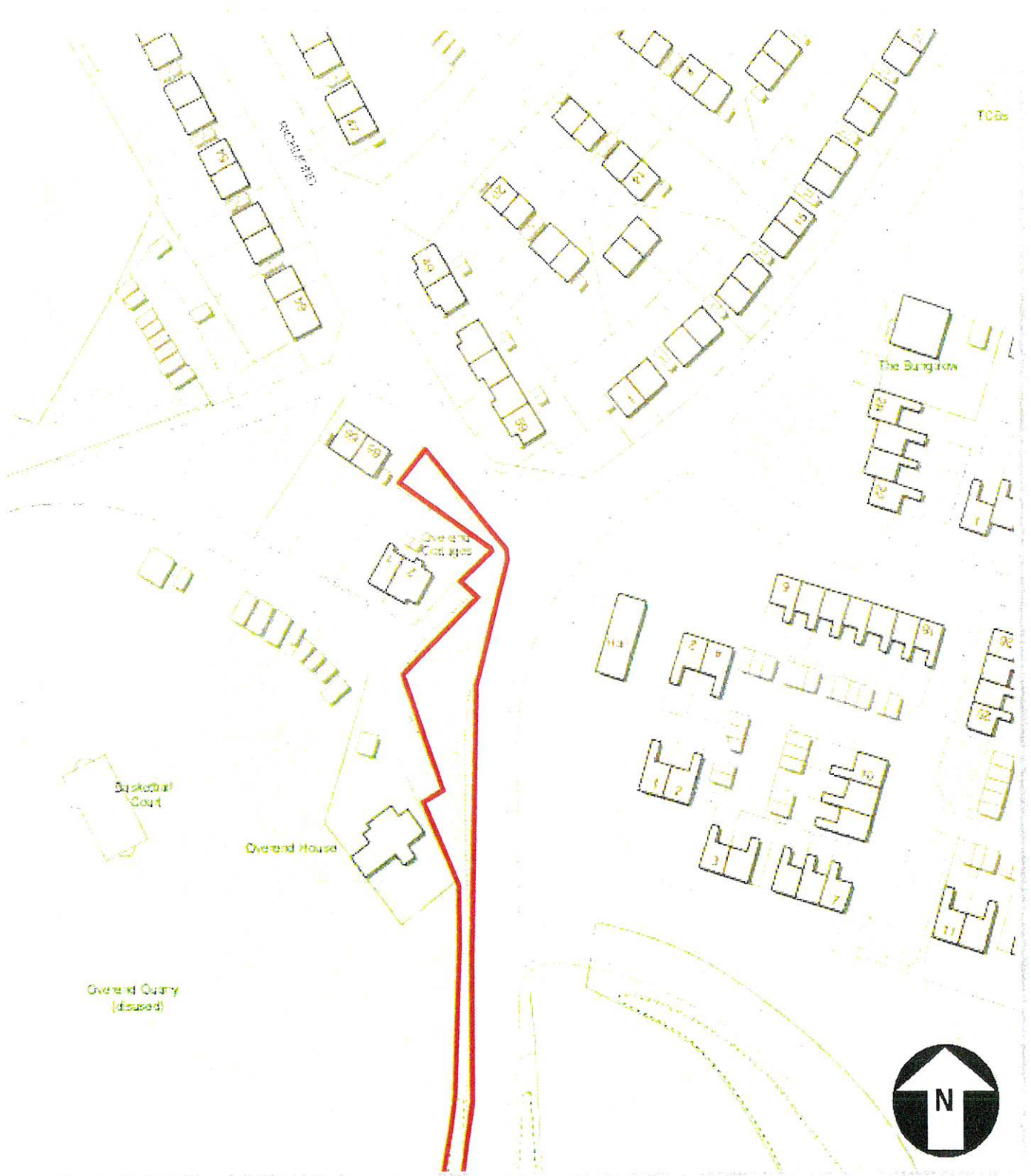
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Richmond Hill to Homewood Verge

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Bottom of Lincoln Road Junction

Marked in red



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Station Road - Coach Road junction

Marked in red



Corner of Winston Drive

Marked in red



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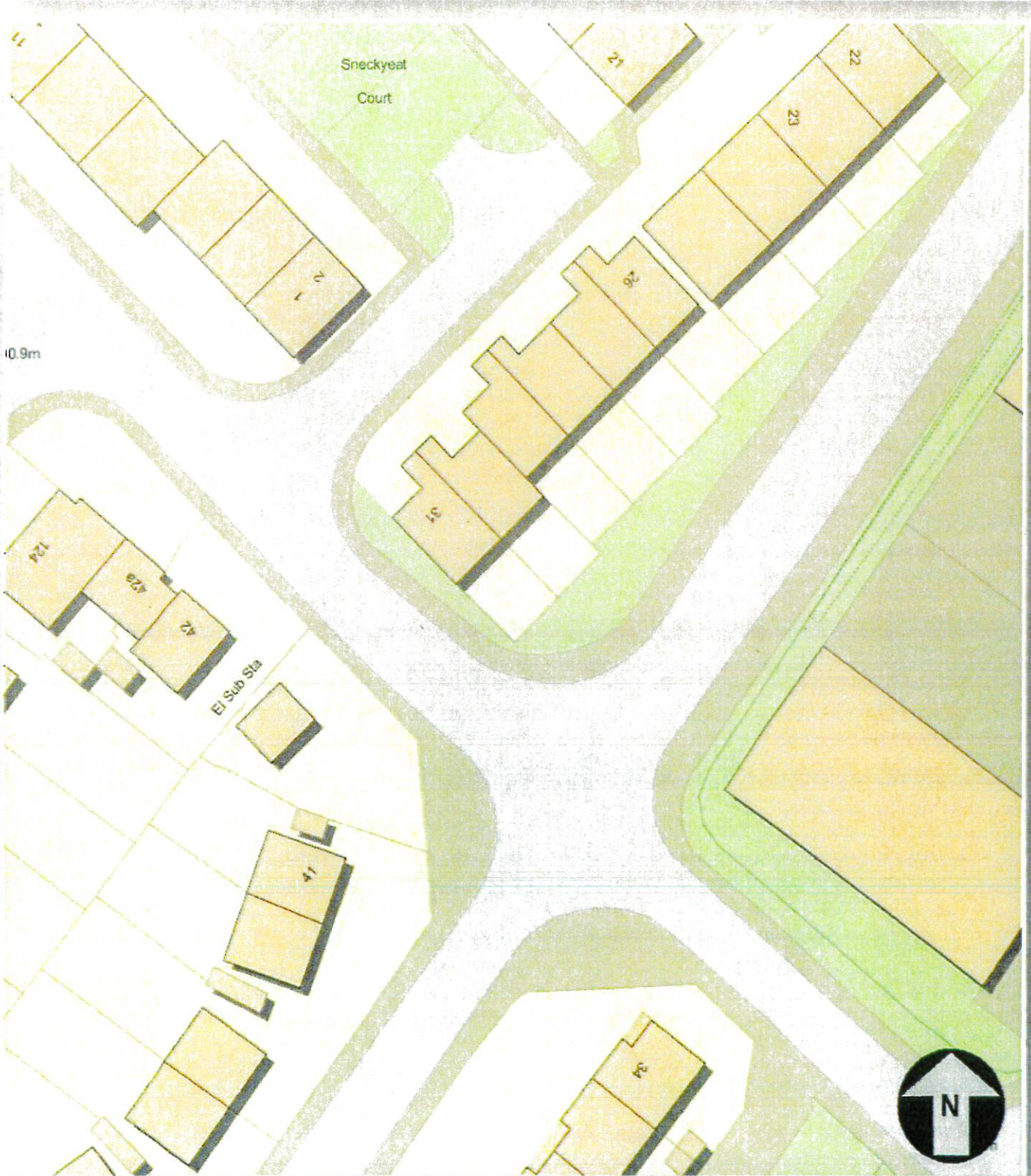
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Sub-station - Junction of Sneckyeat Road and Homewood Road



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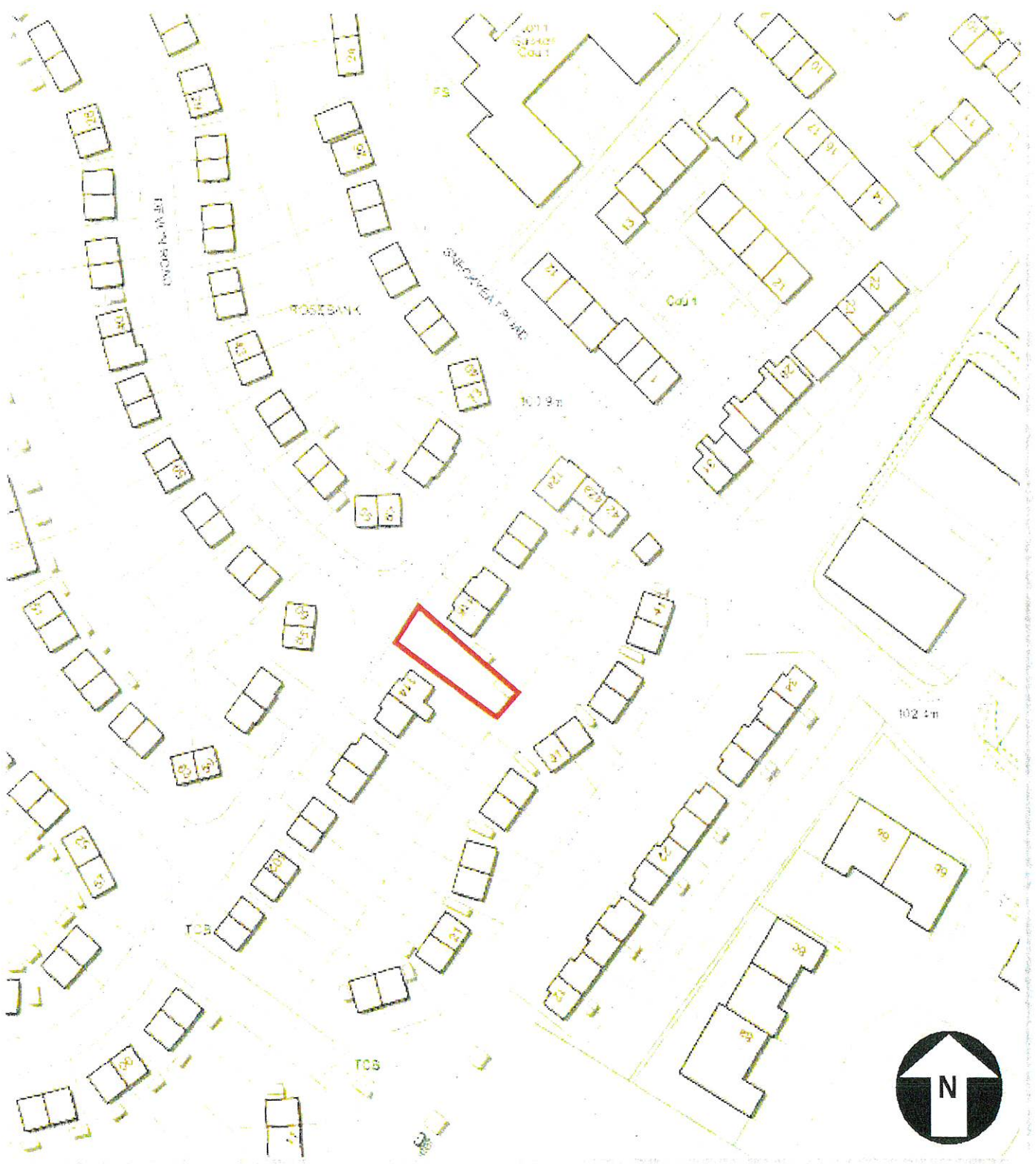
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Cambridge Road - Garage Site

Marked in red



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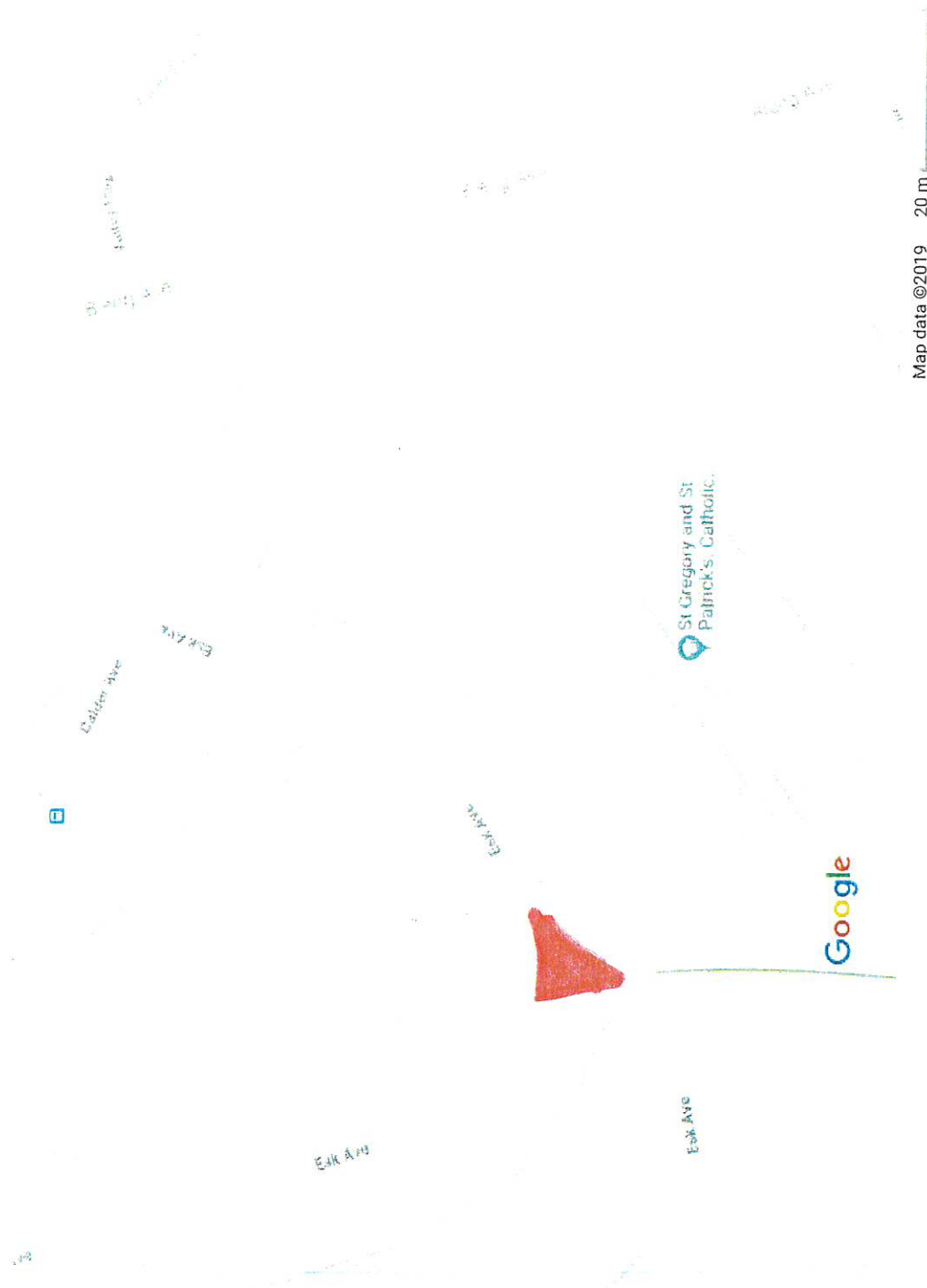
Map Center [298923.40989101,516308.06107358]

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Scale 1:1250

Created 13.04.2017





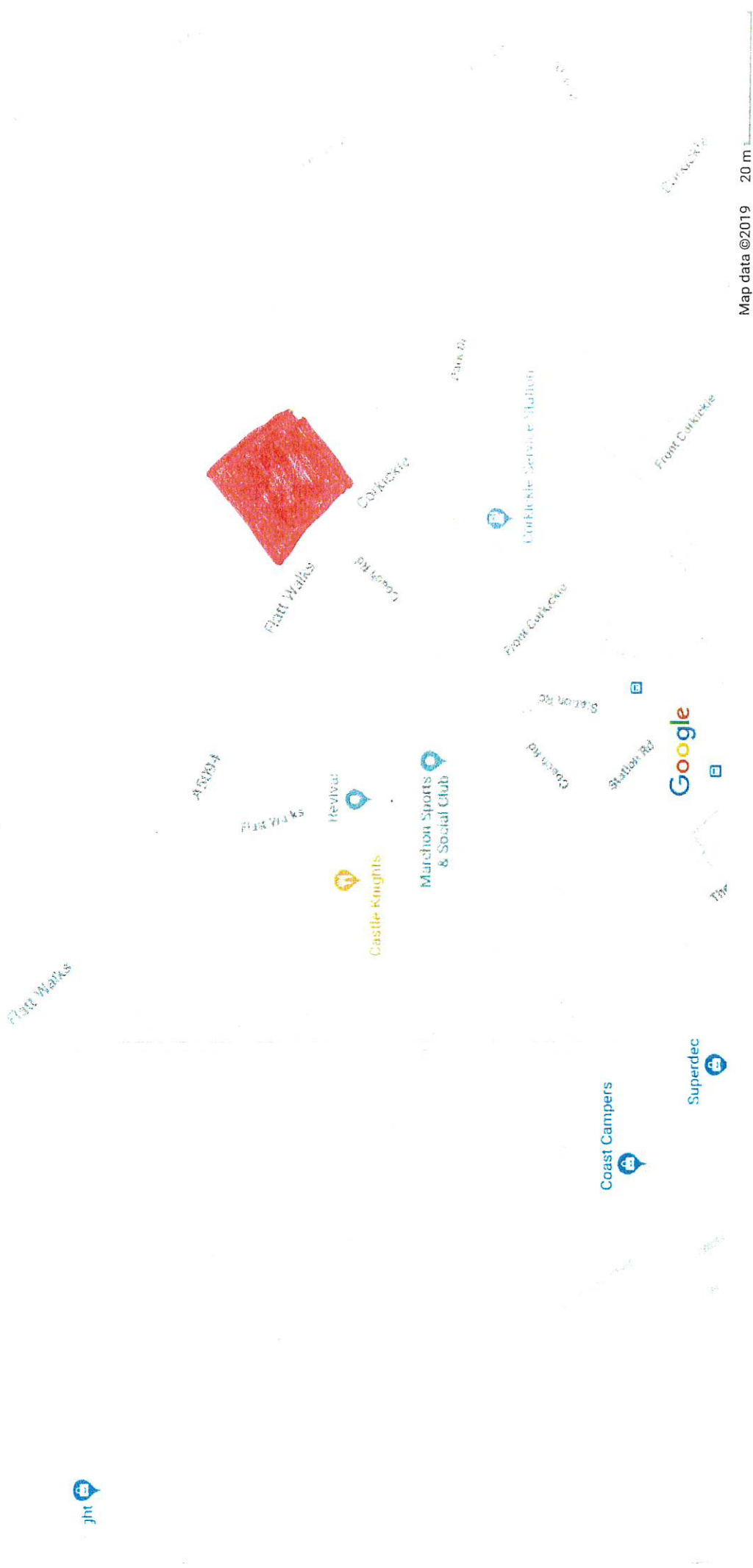
Map data ©2019

20 m

area outside
SE Gregory and
SE Patricks
Catholic School







Map data ©2019 20 m

Coach Rd

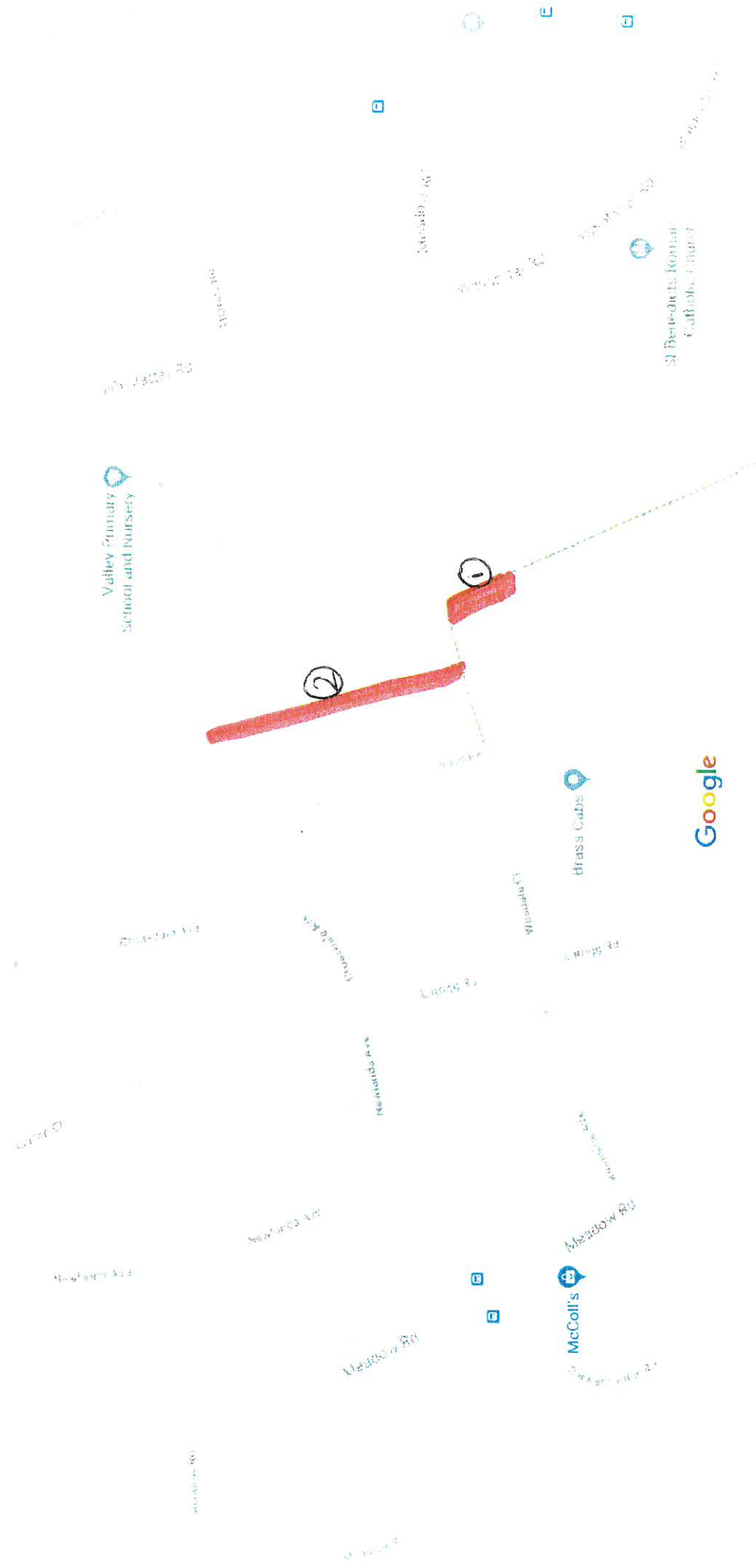


Image capture: May 2017 © 2019 Google

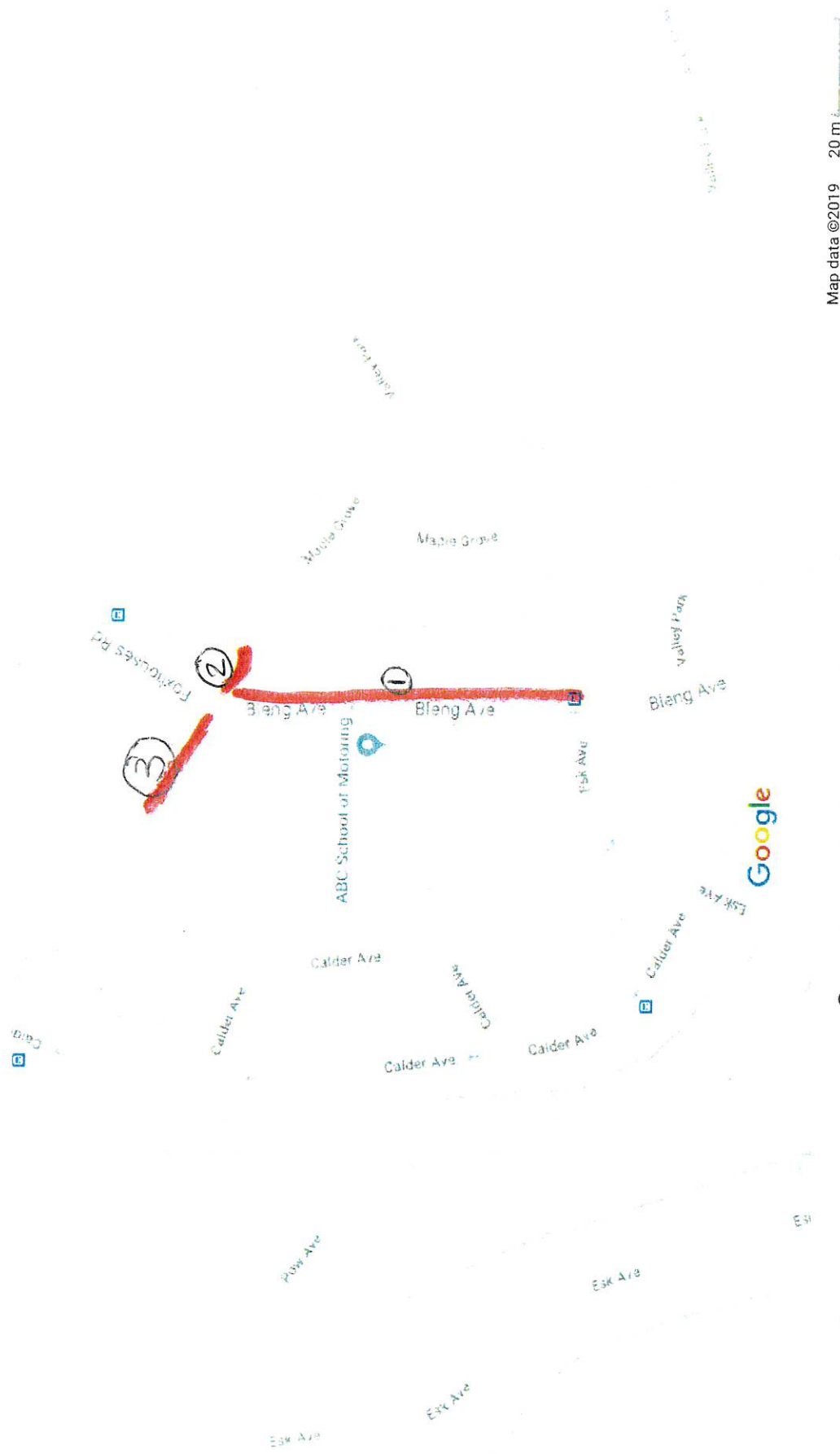
Whitehaven, England



Street View - May 2017



- ① Outside Valley School - near the Cattle Arch leading to Wasdale Close
- ② Footpath to the left going through the Cattle Arch and leading to entrance to Valley Junior School.



Map data ©2019 20 m

- ① Bleng Avenue from Foxhouses Road end to junction with Esk Avenue
- ② Footpath leading to Maple Grove behind the verge at Bleng Avenue
- ③ Footpath leading from Bleng Avenue / Foxhouses Road to Calder Avenue



verge at Bleng Avenue from Foxhouses Road End to
junction with Esk Avenue



Footpath leading from Bleng Avenue
to Maple Grove.



Footpath leading from Bleng Avenue / Foxhaves Road
to Calder Avenue



Verge opposite South Row, Kells, Whitehaven



Valley View Rd
Greenbank Rd

Greenbank Ave

5345

Greenbank Ave

Greenbank
Community Centre



Map data ©2019 20 m

EM WTC
18/10/22
ITEM 11

#shoplocalwhitehaven

Support your local community and save our High Street