

# WHITEHAVEN TOWN COUNCIL

**Clerk to the Council:**

Marlene Jewell

Telephone: 01946 67366

**Chairman:**

Councillor Graham Roberts

**To: Members of the Whitehaven Town Council**

You are duly **SUMMONED** to attend a meeting of the **WHITEHAVEN TOWN COUNCIL** which will be held at

**Venue: THE ENNERDALE ROOM, WHITEHAVEN CIVIC HALL, LOWTHER STREET, WHITEHAVEN**

**Date: Thursday 26th July 2018**

**Time: 6.30pm**

Signed:.....*Marlene Jewell*.....Dated. *20/7/18*.....  
Marlene Jewell, Clerk

## **AGENDA**

### **1. Apologies for Absence**

To receive apologies for absence

### **2. Declarations of Interest**

To receive declarations of interests 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. Minutes of the Council Meeting held on 28<sup>th</sup> June 2018**

### **4. Public Participation**

### **5. Planning Applications – to consider planning applications received**

- 6. Financial Report**
- 7. Report of Events Advisory Group**
- 8. Report of Allotment Advisory Group – to follow**
- 9. Councillor Ward Matters**
- 10. Date and Time of next Meeting**

**IN PRIVATE**

That prior to the following items of business the Chairman will move 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.

- 11. Grant Applications – to consider and determine grant applications received.**

# WHITEHAVEN TOWN COUNCIL

## Minutes of the Council Meeting held on 28<sup>th</sup> June 2018

**Present:** Councillors G Roberts (Chairman); B O’Kane ; J Forster; C Maudling; J Laine; T Lowrey; S Poland; J Rayson;

M. Jewell, Clerk and Responsible Financial Officer  
V. Gorley Trainee Assistant Town Clerk

Members of the Public

### **1012/18 Apologies For Absence**

Apologies for absence were received from Councillor Gill and Councillor Kane.

### **1013/18 Declarations of Interest**

Councillor Forster declared a non pecuniary interest in item 12 as the organisation Always Another Way took part in the Hensingham fun day. Councillor Laine, Councillor O’Kane and Councillor Roberts declared non pecuniary interests in item 13

### **1014/18 Minutes of the Meeting held on 31<sup>st</sup> May 2018**

Councillor O’Kane moved that the Minutes of 31<sup>st</sup> May 2018 be approved and signed by the Chairman as a correct record. This was seconded by Councillor Forster Councillor Laine asked for a recorded vote and voted against because of the VAT element. The remaining Councillors voted as follows

Councillor O’Kane	For
Councillor Roberts	For
Councillor Forster	For
Councillor Poland	Abstained
Councillor Lowrey	Abstained

**RESOLVED** – That the Minutes be approved and signed by the Chairman as a correct record.

### **1015/18 Public Participation**

Peter Tyson asked about getting work done by the Council’s Ranger and was

informed that he should telephone or call in at the Council offices.

**1016/18 Planning Applications**

The Council considered a report on planning applications received and shown at Appendix 1.

Concerns were raised re application no.CH/4/18/2230/001 regarding the Distressed Sailor and it was stated that the property had been there since 1760 and it was thought that it had been a listed building and queried when it had been delisted. It was considered that Historic England should be brought in to stop the building being pulled down and that it would be good to have a conservation report. Councillor O’Kane said CBC had commissioned an in- depth conservation of the town including photographs and that it was an extensive document. Councillor Laine asked if the document could be circulated to Councillors.

**RESOLVED – (i)** That the Clerk inform the Planning Department of the Council’s concerns regarding planning application no. CH/4/18/2230/001.

(ii) That CBC be asked for a copy of the conservation document and that it be circulated to Councillors.

(iii) That the Clerk inform the Planning Department that the Council had no representations to make on the planning applications shown at Appendix 1

**1017/18 Financial Report**

(i) The Council considered a Financial Report.

Councillor O’Kane proposed that the invoices shown at Appendix 1 be approved and paid. This was seconded by Councillor Lowrey

Councillor Laine asked for a recorded vote on this and voted against it

**RESOLVED – (a)** That the invoices shown at Appendix1 be approved and paid.

(ii) The Council considered Appendices 2 and 3 relating to the Cashbook and Income and Expenditure.

Councillor O’Kane proposed that Appendices 2 and 3 be approved and noted and this was seconded by Councillor Lowrey.

Councillor Laine wished her voted to be recorded and voted against.

**RESOLVED – (a)** That the Cash Book and Income and Expenditure shown at Appendices 2 and 3 be approved and noted.

**1018/18**     **Stagecoach**

The Council considered a letter from Stagecoach which outlined the problems that traffic congestion was having on service provision and offered to meet with the Council to talk through local issues.

RESOLVED – (i) That Stagecoach’s offer of a meeting be taken up to voice the concerns of the Council and to bring about improvements.

(ii) That the Chairman of the CCC Local Committee or a representative be invited to attend the next meeting of the Council.

**1019/18**     **Audit and Governance Report**

Councillor Rayson entered the meeting during the discussion of this item

The Council considered a report from CBC’s Audit and Governance Committee regarding a complaint made against a Town Councillor under the Code of Conduct for bringing the Council into disrepute and the recommendations made therein.

**RESOLVED** – That the report be approved and noted.

Councillor Laine stated that the ICO would be investigating this

**1020/18**     **Report on Allotments, Whitehaven in Bloom, St Nicholas Gardens and Silent Soldiers**

Councillor Maudling entered the meeting during the report on St Nicholas Gardens.

The Council considered a report on the above giving the up to date positions and making recommendations.

Councillor O’Kane gave a report on St Nicholas Gardens and said

- There had been issues with the preparation of the beds but these had been resolved
- CBC had cut the grass twice and the hedges once and St Nicholas gardens was much improved but there were still problems
- United Utilities had community grants available and they were looking for projects and that he might be able to join with another person to apply for a grant
- Weeding was a problem and that when summer plants die winter bedding would be required’

- The Clerk reported on quotes that had been received for the provision of 1500 begonias (or similar) for the 5 planters outside the Civic Hall. It was proposed by Councillor O’Kane and seconded by Councillor Maudling.

**RESOLVED** –(i) That that the Clerk in conjunction with the Mayor and Deputy Mayor be authorised to accept the lowest tender for the 1500 begonia (or similar) plants provided that it did not exceed £500.

(i) That the reports in 1.1, 1.2, 1.3 and 1.4 be noted and approved.

## 1021/18 Councillor Matters

- i. Councillor Poland said in her ward there was
  - A lack of bins
  - A lack of bus shelters
  - A lack of bus services
- ii. Councillor Poland said that there were kids hanging about in trees at the bottom of Uldale Road and litter thrown about everywhere drunks were starting to set fire to things. The Chairman asked Councillor Poland to send him an email about the bus shelter and he would contact Christian Moss.
- iii. Councillor Poland said there were overgrown areas and a continuing argument with CBC as to who actually owned the land and that they both needed to take responsibility for their own land. The Chairman said we had to get the weeds sorted out on the estates. The Clerk said she would ask CBC for a copy of the plans showing the land transferred to Home Group under the Housing Stock Transfer.
- iv. Councillor Forster complained about the state of the paths round the Ullswater estate, Richmond. She said the grass was growing through the tarmac and it was really dangerous and that there had been quite a few complaints. She said it was about getting someone to take ownership and that what was needed was to get everyone together and have a walk around and see if we can get something done.
- v. Councillor Forster said that round the skatepark the grass and weeds were horrendous and were taking over the paths and she was hoping to get the Ranger in there.
- vi. Councillor Lowrey said people were dumping TV sets on land towards Summergrove. There were kids down there drinking. Parking tickets had been issued in Whitehaven town centre even though the vehicles were in a loading bay and appeals were getting turned down. Councillor Maudling said Enforcement Officers had to watch a parked vehicle for 15 minutes and if no-one returns they issue a ticket. He said that if someone was unloading you have to be in an unloading bay and if you’re on double yellow lines you will get a ticket and if someone is in an unloading

- bay they have to be seen to be unloading. The Chairman said we need to speak to CCC about this.
- vii. Councillor Maudling referred to Home Group and said there was still a problem with people in Peter Street, George Street and Duke Street. He had had a meeting with the new manager of Home Group who was very positive and keen to get things sorted out. He said the manager knew Home Group had a bad reputation in Whitehaven and was keen for any problems to be brought to his attention. Councillor Maudling asked what the criteria was for putting the same type of people in an area as it was bad for the other people who live there and for the retail people who suffered losses.
  - viii. Councillor Maudling said there was a dog fouling problem in St Nicholas and said no dogs should be allowed in there. The Clerk said that CBC could enforce dog fouling in St Nicholas gardens and that no dogs were allowed in there.
  - ix. Councillor Maudling referred to the hanging baskets. He said he had got people to sign and people had taken down damaged brackets and asked if they would be replaced. The Clerk said most of the hanging basket apart from about five had been put up and where brackets had been broken these had been removed and replaced. Councillor Maudling said he could be wrong but he had walked around and counted about 50 baskets. The Clerk said this would be checked.
  - x. Councillor O'Kane said he had been to Castle Park that day with his granddaughter and that although it was a couple of weeks since he had last been in he was still disgusted with the state of Castle Park because there was glass around the bandstand, the bandstand itself was an absolute disgrace and that the Town Council should tell CBC that the service they were providing in Castle Park was poor.
  - xi. Councillor O'Kane said that from a safety point of view if you go on the swings there are problems because there are 4 to 5 inch holes beneath where the wood chippings have been. So if any child falls on any of those areas they will be hurt. He said he had been told last year that the wood chippings were continually rolled over so that this type of thing would not happen but that the state of the area was really poor verging on dangerous and said he thought CBC should be asked to close it. Councillor Laine said we had been talking about Castle Park for 3 years and that she had been asking that it be asset transferred to the Town Council. Councillor O'Kane said that would depend if Councillors would vote for an asset transfer and that he would not. Councillor Laine said she would as she thought it was a necessity for people walking their dogs. Councillor Maudling said Councillor O'Kane had brought this up at CBC full Council and Councillor O'Kane said that someone had told him that CBC had appointed a Park Ranger.
  - xii. Councillor Rayson said she had had a walk around the estate and there were weeds on the pavements and the roads. She said a lot of the roads at the top of Hillcrest have got no road markings and are quite badly damaged.
  - xiii. Councillor Rayson said that the trees overlooking Jericho Play Park have grown a lot. They were cut back about three years ago.

- xiv. Councillor Rayson said there were not enough dog bins
- xv. Councillor Rayson said that she had been in contact with Andrew Wonnacott and had suggested that they and John Kane get together with the Police and have a walk round and see what can be done.
- xvi. Councillor Rayson said that she was going into Jericho School the following Friday for the Cumbria Litter Pick and then she would be interviewed regarding success stories of the Town Council.
- xvii. Councillor Laine asked if Councillor Matters just got put in the Minutes or do the Clerks follow things up. The Clerk said it was for Councillors to note their matters and there shouldn't be any real decisions although it was sometimes noted that the Clerk would follow up but that really it was for Councillors to say what they were doing.
- xviii. Councillor Laine said that we just come up with the same things for three years and we still ask the same questions and that there was no feedback and that the Council was just hoping that someone reads the Minutes.
- xix. Councillor Laine said at the last meeting we were taking about the safety outside Valley School and the Chairman had said that he would get back after he had spoken to CCC about this. The Chairman said Councillor Whiteside knew about this and suggested that she have a word with him. Councillor Laine said she had done that but was getting nowhere and that she had spent approximately 24 hours on a report about the bins in everybody's wards and asked what was happening with the bins. The Clerk said she had spoken to Janice Carroll from CBC on several occasions and that when it was first raised CBC were busy with the new recycling scheme. Councillor Laine asked why it had anything to do with CBC and why couldn't the Council get these bins. The Clerk said it was all to do with emptying of the bins and that CBC was the waste collection authority. Councillor Laine said there were lots of others like Biffa. The Clerk said the Council agreed to contact CBC about it going back a few months. Councillor Laine said it was in January. The Clerk said CBC had done a report on the best places to put bins some of which would tie in with Councillor Laine's report. Councillor Laine said the Council had the money in its bank account to provide the bins and said it was what people wanted. The Clerk said she would contact Janice Carroll again.
- xx. Councillor Laine said the same thing applied to bus shelters and that it was not rocket science to go round and get the bus shelters done as well as the Council had the money and asked why we were dragging our feet. The Chairman said we were only a link in the chain and the CCC would work at its own speed. Councillor Laine asked what CCC had to do with it and the Chairman replied that bus shelters were the County Council's responsibility because they were the transport authority. Councillor Laine said the Council had the power to erect bus shelters and the Chairman said we could not erect anything on the public highway because the highway authority was CCC. Councillor Laine said the Council had the power to provide bins and shelters
- xxi. Councillor Laine asked when potholes would be sorted on Mirehouse. The Chairman said this should go through CCC. Councillor Laine said that as a



- County Councillor the Chairman should know but he said he did not keep track of these things.
- xxii. Councillor Laine referred to parking tickets on cars around St Gregory's school. The Chairman said this was nothing to do with the Council. Councillor Laine said that parking tickets were being put on cars parked outside residential houses.
- xxiii. Councillor Laine said she had asked at the last meeting regarding training for Councillors dealing with vulnerable people and asked if any Councillor had had safeguarding training. The Chairman said there had been safeguarding training at CBC and he had attended. Councillor Laine said she had received an email from a CBC employee in the CBC Council Tax Department to say that WTC needed this type of training. The Chairman said arrangements would be made for Councillor Laine to attend a safeguarding course. Councillor Lowrey said safeguarding training could be done online and that he had actually done it. Councillor Forster said that Councillors should not be expected to deal with issues themselves but that they should point people in the right direction
- xxiv. Councillor Laine said that there were stray dogs going outside peoples gardens when they were at work and that was a problem. She had been told by CBC that they would deal with dogs that were strays but that a dog that was allowed to run in and out of a garden was not classed as a stray dog.
- xxv. Councillor Laine said that she had received a report that day from a resident in the town centre that there was anti- social behaviour and drug taking in St Nicholas Park at the back and that she had informed the Police. Councillor Maudling said there was a police team in the town centre now and they were aware of St Nicholas
- xxvi. Councillor Laine said that there had been a post on social media about something that had happened two weeks ago where a young mum had been walking through St Nicholas with a pram and child and she saw a woman drop her trousers and inject herself in the groin. Councillor Laine asked if we could do something about this. The Clerk said there were authorities to deal with this such as the Police and drug groups like Unity and Cadas. Councillor Laine asked if we could ask the Police if there could be more footfall around the town and the Clerk said the Police would be contacted.
- xxvii. Councillor Maudling said this was a very big problem and referred to a conversation he had had with Sgt Mc Donald and suggested that the Town Council send a letter to the Police outlining all the problems. Councillor O'Kane suggested that if there was a meeting with Sgt McDonald there were other things that needed to be mentioned like the Royal Mail van going down King Street

**1022/18     Date of next Council Meeting**

**RESOLVED -** The date of the next meeting be 26th July 2018 at 6.30 pm

**1023/18 IN PRIVATE**

Prior to the two following items of business the Chairman moved that in view of the special or confidential nature of business about to be transacted it was advisable in the public interest that the public and/or press be instructed to withdraw.

**RESOLVED** – That the press and public be excluded.

**1024/18 Grant Applications**

The Council considered five applications for grants. Three Applicants attended the meeting to present their applications but there was information that the Council required which was not available for them to consider.

(i) Kellsfest

A representative from Kellsfest attended and gave a presentation.

**RESOLVED** – That the matter be deferred to the next meeting pending receipt of financial details.

(ii) Greenbank Community Centre

Councillor Maudling declared that the representative was his cousin.

A representative from Greenbank Community Centre attended and gave a presentation.

It was proposed by Councillor O’Kane and seconded by Councillor Lowrey that £500 be awarded.

Councillor Poland proposed an amendment to the proposal which was seconded by Councillor Forster that £1000 be awarded.

Councillor Laine proposed an amendment to the amendment which was seconded by Councillor Rayson that the matter be deferred until all financial documents are in front of the Council

Councillor Laine asked for a recorded vote on this and voted for the amendment to the amendment.

**RESOLVED** – That the matter be deferred until all financial documents are in front of the Council.

(iii) Colourful North

A representative of Colourful North attended and gave a presentation

**RESOLVED** – That it be deferred to obtain further legal advice

(iv) Always Another Way

No representative attended to make a presentation

**RESOLVED** – That the matter be deferred to obtain further legal advice

(v) Golden Sands Polar Bear Club

No representative attended to make a presentation.

**RESOLVED** – That no grant be made because the Council did not have a power to do so.

(vi) The Council then discussed the process for awarding grants and it was

**RESOLVED** – That a Grants Committee be appointed to deal with grants and that the following Councillors be appointed:-

Councillor Laine

Councillor Maudling

Councillor Rayson

to deal with grant applications and to make recommendations to full Council. The first Grants Committee to be held at 6.30pm on 26<sup>th</sup> July 2018 prior to the full Council meeting which instead of its usual starting time of 6.30pm would now start at 7.00 pm the same day.

## **1025/18 Audit and Governance Reports**

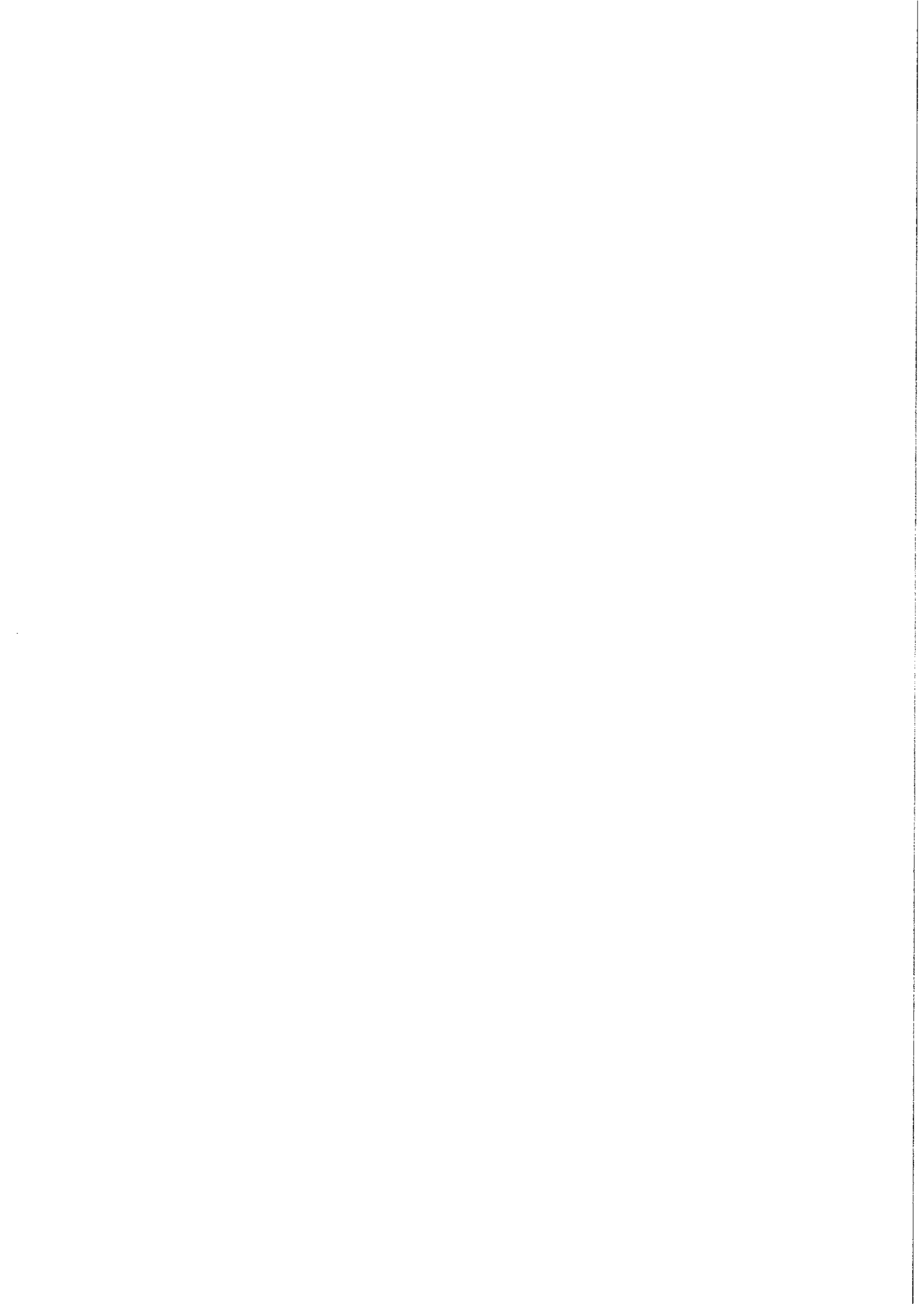
Councillor Laine said that this item was breaching confidentiality.

The Chairman read one report out and Councillor Maudling read out two reports regarding Code of Conduct complaints. One complaint was dismissed and the remaining two complaints were upheld with sanctions being imposed.

**RESOLVED** – That the Audit and Governance Reports be approved and noted

The meeting closed at 8.45pm

Chairman



WTC 26/07/2018

Item 5

Planning Application for Consideration by Whitehaven Town Council

<u>Application Number</u>	<u>Detail</u>
CH/4/18/2260/0F1	SINGLE STOREY REAR EXTENSION AND FRONT PORCH <b>156 HIGH ROAD, KELLS, WHITEHAVEN</b>
CH/4/18/2263/TPO	REDUCTION OF 6 BEECH TREES PROTECTED BY A TREE PRESERVATION ORDER <b>BRACKENDALE, THE GROVES, WHITEHAVEN</b>
CH/4/18/2267/0F1	DEMOLITION OF EXISTING GARAGE & ERECTION OF 2 STOREY SIDE & REAR EXTENSION <b>6A JERICHO ROAD, WHITEHAVEN</b>
CH/4/18/2272/0F1	RETROSPECTIVE CHANGE OF USE TO D2 FOR UNIT 10G, THE UNIT IS BEING USED AS A GYM (THE UNIT IS 97.5 SQ M) RETROSPECTIVE CHANGE OF USE TO SUE GENERIS FOR UNIT 10H, THE UNIT IS BEING USED AS A TAXI BUSINESS (THE UNIT IS 331.2 SQ M) RETROSPECTIVE CHANGE OF USE TO D2 FOR UNIT 10I, THE UNIT IS BEING USED AS A GYM (THE UNIT IS 250 SQ M) RETROSPECTIVE CHANGE OF USE TO A1 FOR UNIT 10J, THE UNIT IS BEING USED AS A LITTLE TRADE CENTRE (THE UNIT IS 571 SQ M) <b>UNIT 10, SNECKYEAT ROAD INDUSTRIAL ESTATE, WHITEHAVEN</b>
CH/4/18/2275/0F1	SINGLE STOREY EXTENSION <b>17 SNECKYEAT ROAD, WHITEHAVEN</b>
CH/4/18/2277/0L1	DEMOLITION AND REBUILDING OF PARTIALLY COLLAPSED STONE REAR BOUNDARY WALL; REMOVAL OF 2 NUMBER TREES (LISTED BUILDING CONSENT) <b>38 ROPER STREET, WHITEHAVEN</b>
CH/4/18/2280/0F1	DEMOLITION OF EXISTING SIDE EXTENSION AND ERECTION OF SINGLE STOREY EXTENSION TO PROVIDE GARAGE, UTILITY ROOM AND PORCH <b>6 GRISEDALE CLOSE, WHITEHAVEN</b>
CH/4/18/2281/0F1	DEMOLITION OF AN EXISTING MODULAR UNIT AND ERECTION OF A NEW MODULAR UNIT (RETROSPECTIVE) <b>ENTERPRISE RENT-A-CAR, PRESTON STREET, WHITEHAVEN</b>

Application Number

Detail

CH/4/18/2286/0L1

LISTED BUILDING CONSENT TO INSTALL ONE SHOWER,  
SINK AND W.C. PLUS ONE W.C. AND BASIN ON FIRST FLOOR  
**1 LOWTHER STREET, WHITEHAVEN**

CH/4/18/2287/0O1

OUTLINE APPLICATION FOR DEVELOPMENT OF UP TO 370  
HOUSES WITH ASSOCIATED OPEN SPACE AND  
INFRASTRUCTURE  
**LAND AT HARRAS MOOR, WHITEHAVEN**

CH/4/18/2292/0F1

COMPREHENSIVE REDEVELOPMENT OF THE VACANT  
FORMER WHITEHAVEN BUS STATION SITE INTO AN  
INNOVATION AND BUSINESS START-UP INCUBATOR HUB  
WITH CONDRENCE FACILITIES AND ASSOCIATED  
FOOD/DRINK RETAIL UNIT AND RESTAURANT USE  
**FORMER BUS STATION, BRANSTY ROW, WHITEHAVEN**

CH/4/18/2295/0L1

DRILLING A 150MM DIAMETER HOLE FOR EXTRACTOR FAN  
OUTLET IN THE REAR GROUND FLOOR WALL (LISTED  
BUILDING CONSENT)  
**57 CHURCH STREET, 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 that the recommendations in paragraphs 3.1 and 3.2 be approved

## **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 19<sup>th</sup> July 2018. This shows a balance of £541,691.24. There are however cheques to the value of £3127.64 still to be presented and cleared.
- 2.2 The balance in the deposit account is £141,965.85.

## **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.

28/06/2018

Appendix 1

Invoices for Consideration by Whitehaven Town Council

Date	Supplier	Category	Detail	Total Amount	Power
24/05/2018	Viking	Supplies & Services	A4 Copier Paper and Correction Fluid	£39.77	s111 LGA 1972
24/05/2018	Rosehill Youth Theatre	Premises	Hire of Ennerdale Room 09/05, 10/05, 11/05, 14/05, 17/05, 31/05/2018	£350.00	s111 LGA 1972
25/05/2018	Mrs V Gorley	3rd Party	Cutting of access key to Cartgate Allotment Site for new tenant	£6.00	Allotments Act 1908
28/05/2018	P Porter	Events	10 Hanging Basket Brackets	£175.00	s144 LGA 1972
30/05/2018	Copeland Borough Council	Premises	Service Charge 25.03.2017 - 24.03.2018, Civic Hall	£196.24	s111 LGA 1972
30/05/2018	Copeland Borough Council	Premises	Service Charge 25.03.2018 - 24.06.2018, Civic Hall	£196.24	s111 LGA 1972
30/05/2018	Copeland Borough Council	Premises	Rent Charges for Room 3, Civic Hall 25.09.2017 - 24.03.2018	£375.00	s111 LGA 1972
30/05/2018	Copeland Borough Council	Premises	Rent Charges for Room 3, Civic Hall 25.03.2018 - 24.06.2018	£375.00	s111 LGA 1972
01/06/2018	Copeland Borough Council	3rd Party	Grass Cutting Contract - 01.06.2018 - 30.06.2018	£1,025.48	s111 LGA 1972
01/06/2018	Copeland Borough Council	3rd Party	Maintenance Service for Allotments and Pigeon Lofts - June 2018	£570.70	Allotments Act 1908
01/06/2018	Copeland Borough Council	3rd Party	Parks & Open Spaces Ranger Contract - June 2018	£2,680.00	s111 LGA 1972
01/06/2018	Copeland Borough Council	Premises	Energy Charges for Room 3 - June 2018	£65.40	s111 LGA 1972
05/06/2018	Mrs V Gorley	Supplies & Services	Postage Charges	£2.84	s111 LGA 1972
13/06/2018	West Coast Group	Employees & Allowances	1.22 tonnes loose compost	£48.80	s144 LGA 1972
16/06/2018	Cumbria Media	Supplies & Services	Website maintenance - Job no's 116 - 127	£60.00	s111 LGA 1972
19/06/2018	Mrs V Gorley	Supplies & Services	Postage Charges	£0.79	s111 LGA 1972
19/06/2018	Gojour Gro	Events	100 Planted Hanging Baskets	£2,520.00	s144 LGA 1972
20/06/2018	Mrs V Gorley	Supplies & Services	Postage Charges	£1.26	s111 LGA 1972
21/06/2018	Viking	Supplies & Services	File Dividers	£15.82	s111 LGA 1972

£8,704.34



WHITEHAVEN TOWN COUNCIL

CASH BOOK FROM 1 APRIL 2018

APPENDIX 2

Date	Ref	Payee	Employee Premises	Supplies/3rd Party	Grants	Allotmns Christmas	Market	Commun. Ground By Plan	Civic Hospitality	Ranger	W.I.B	Ward Grants	Elections	Environmental Improvements	Events	Net Total	VAT	Total	Mfn. Ref.
03/04/2018		Unpresented Cheque from February 2018	65.00													65.00		65.00	
04/04/2018	402	Cumbria Association of Local Councils		45.00												45.00		45.00	
04/04/2018	403	Viking Direct		117.16												117.16	1.03	118.19	948/18(1)
04/04/2018	404	Westcom		95.00												95.00	19.00	114.00	948/18(1)
04/04/2018	405	The Waverley Hotel												61.66		61.66	12.34	74.00	948/18(1)
04/04/2018	406	The Waverley Hotel												61.66		61.66	12.34	74.00	948/18(1)
04/04/2018	407	The Waverley Hotel												61.66		61.66	12.34	74.00	948/18(1)
04/04/2018	408	Rosehill Youth Theatre	260.00													260.00		260.00	948/18(1)
04/04/2018	409	E.ON														238.18		238.18	948/18(1)
04/04/2018	410	Copeland Borough Council	65.40													65.40		65.40	948/18(1)
04/04/2018	411	Copeland Borough Council			1910.00											1910.00	382.00	2292.00	948/18(1)
04/04/2018	412	Clr. Brian O'Kane - VOID replaced by chq 422																	
04/04/2018	413	Viking Direct																	
04/04/2018	414	Cumbria Media	64.85													64.85	12.97	77.82	948/18(1)
04/04/2018	415	Mrs V Gorley	36.00													36.00		36.00	948/18(1)
04/04/2018	416	The Waverley Hotel	3.50													3.50	3.50	3.50	948/18(1)
04/04/2018	417	Clr. Graham Roberts																	
04/04/2018	418	The Waverley Hotel																	
04/04/2018	419	Clr. Brian O'Kane	5.00													5.00		5.00	948/18(1)
04/04/2018	420	JM Skips																	
04/04/2018	421	Mrs V Gorley																	
04/04/2018	422	Royal British Legion																	
04/04/2018		Mancheste Urban Cleaners			800.00											800.00		800.00	948/18(1)
05/04/2018	422	Mancheste Urban Cleaners																	
06/04/2018	BACS	Mancheste Urban Cleaners	35.51													35.51		35.51	948/18(1)
13/04/2018	BACS	Staff	3810.08													3810.08		3810.08	654/17
13/04/2018	BACS	Cumbria Local Government Pension Scheme	735.29													735.29		735.29	759/17(1)
13/04/2018	423	HMRC	1873.01													1873.01		1873.01	HMRC
13/04/2018	BACS	Cumbria County Council - County Fund			1500.00											1500.00		1500.00	939/18(1)
13/04/2018	BACS	Safety Net UK Ltd			1500.00											1500.00		1500.00	939/18(1)
20/04/2018	DD	BT Group																	
25/04/2018	389	Unpresented Cheque from February 2018	6.00													6.00		6.00	
27/04/2018	424	Zurch Municipal																	
27/04/2018	425	Zurch Municipal																	
27/04/2018	426	Cumbria Media	2288.22													2288.22		2288.22	976/18(1)
27/04/2018	427	Cumbria Media	64.00													64.00		64.00	976/18(1)
27/04/2018	428	Rosehill Youth Theatre - VOID replaced by chq 438																	
27/04/2018	429	Rosehill Youth Theatre																	
27/04/2018	430	Viking Direct	210.00													210.00		210.00	976/18(1)
27/04/2018	431	Mrs V Gorley																	
27/04/2018	431	CMC																	
01/05/2018	DD	CF Corporate Finance			1072.00											1072.00		1072.00	976/18(1)
16/05/2018	BACS	Staff	3923.66													3923.66		3923.66	CONTRACT
16/05/2018	BACS	Cumbria Local Government Pension Scheme	752.61													752.61		752.61	654/17
16/05/2018	432	Hansingham Primary School																	
16/05/2018	433	HMRC	1994.49													1994.49		1994.49	WARD GRANT
21/05/2018	DD	BT Group																	
21/05/2018	DD	BT Group																	
04/06/2018	434	Copeland Borough Council																	
04/06/2018	435	Copeland Borough Council	65.40													65.40		65.40	1008/18 (1)
04/06/2018	436	Copeland Borough Council																	
04/06/2018	437	Copeland Borough Council																	
04/06/2018	438	Rosehill Youth Theatre	42.70													42.70		42.70	1008/18 (1)
04/06/2018	439	Mrs J Hartley	210.00													210.00		210.00	1008/18 (1)
04/06/2018	440	Viking Direct			250.00											250.00		250.00	1008/18 (1)
04/06/2018	441	Copeland Borough Council	65.40													65.40		65.40	1008/18 (1)
04/06/2018	442	Copeland Borough Council																	
04/06/2018	443	Copeland Borough Council																	
04/06/2018	444	Milshire																	
04/06/2018	445	Copeland Borough Council																	
08/06/2018	BACS	Mrs V Gorley	252.46													252.46		252.46	1008/18 (1)
11/06/2018	BACS	Cumbria Media	12.99													12.99		12.99	1008/18 (1)
13/06/2018	446	HMRC	1934.25													1934.25		1934.25	HMRC

13/06/2018	447	Sneykest Community Group						144.99		144.99	WARD GRANT
13/06/2018	448	Hensingham Peoples Action Group						500.00		500.00	WARD GRANT
13/06/2018	449	Hensingham Peoples Action Group						350.00		350.00	WARD GRANT
13/06/2018	450	St Benedicts RUFIC						500.00		500.00	WARD GRANT
13/06/2018	451	Whitehaven Heritage Action Group						1500.00		1500.00	WARD GRANT
15/06/2018	BACS	Staff	3866.37					3866.37		3866.37	WARD GRANT
15/06/2018	BACS	Cumbria Local Government Pension Scheme	749.99					749.99		749.99	WARD GRANT
19/06/2018	DD	BT Group			60.14			60.14		60.14	CONTRACT
28/06/2018	452	Hensingham Primary School						500.00	12.03	500.00	WARD GRANT
28/06/2018	453	Greenbank Community Association						500.00		500.00	WARD GRANT
29/06/2018	454	Viking Direct			33.14			33.14	6.63	38.77	WARD GRANT
29/06/2018	455	Rosehill Youth Theatre	350.00					350.00		350.00	WARD GRANT
29/06/2018	456	Mrs V Gorley			10.89			10.89		10.89	WARD GRANT
29/06/2018	457	P Porter						175.00		175.00	WARD GRANT
29/06/2018	458	Copeland Borough Council	196.24					196.24		196.24	WARD GRANT
29/06/2018	459	Copeland Borough Council	196.24					196.24		196.24	WARD GRANT
29/06/2018	460	Copeland Borough Council	375.00					375.00		375.00	WARD GRANT
29/06/2018	461	Copeland Borough Council						375.00		375.00	WARD GRANT
29/06/2018	462	Copeland Borough Council						1025.48	170.91	1196.39	WARD GRANT
29/06/2018	463	Copeland Borough Council						95.17	95.17	190.34	WARD GRANT
29/06/2018	464	Copeland Borough Council						475.58	446.67	921.25	WARD GRANT
29/06/2018	465	Copeland Borough Council						65.40		130.80	WARD GRANT
29/06/2018	466	West Coast Compositing Ltd	40.66					40.66	8.14	48.80	WARD GRANT
29/06/2018	467	Colour Gro						2100.00	420.00	2520.00	WARD GRANT
29/06/2018	468	Viking Direct			13.18			13.18	2.54	15.82	WARD GRANT
02/07/2018	BACS	Cumbria Media						60.00		60.00	WARD GRANT
13/07/2018	BACS	Staff	3866.77					3866.77		3866.77	WARD GRANT
13/07/2018	BACS	Cumbria Local Government Pension Scheme	749.99					749.99		749.99	WARD GRANT
18/07/2018	469	HMRC	1933.85					1933.85		1933.85	HMRC
19/07/2018	DD	BT Group						56.61	11.32	67.93	CONTRACT
		#####	2533.39	399.75	1,367.00	3000.00	2710.00	288.18	0.00	2,563.71	
						0.00	6,700.03	2,275.00	4,930.13	64,725.10	
										5,362.49	
										4,555.56	
										£69,345.66	

WHITEHAVEN TOWN COUNCIL

Appendix 3

INCOME 2018-19

Date	Item	Precept	Interest	Other
03/04/2018	Allotment Rents 2018/19			17.00
09/04/2018	Allotment Rents 2018/19			406.00
13/04/2018	Allotment Rents 2018/19			102.00
20/04/2018	BEC			2000.00
20/04/2018	Allotment Rents 2018/19			105.00
25/04/2018	Allotment Rents 2018/19			123.00
26/04/2018	Allotment Rents 2018/19			34.00
27/04/2018	Parish Precept	406974.07		
30/04/2018	Allotment Rents 2018/19			98.00
01/05/2018	HMRC - VAT Refund			2889.42
16/05/2018	Allotment Rents 2018/19			265.00
18/05/2018	HMRC - VAT Refund			2964.89
22/05/2018	Allotment Rents 2018/19			111.00
08/06/2018	Allotment Rents 2018/19			149.00
18/06/2018	HMRC - VAT Refund			1755.51
20/06/2018	Allotment Rents 2018/19			84.00
02/07/2018	Allotment Rents 2018/19			40.00
12/07/2018	HMRC - VAT Refund			1150.11
13/07/2018	HMRC - Tax Refund			4805.53

406974.07	0	17099.46	424073.53
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**WHITEHAVEN TOWN COUNCIL  
SUMMARISED INCOME & EXPENDITURE STATEMENT  
FINANCIAL YEAR 2018-19**

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

**BANK BALANCES BROUGHT FORWARD**

CBS 53905917	183,835.73
CBS 53906216	141,965.85
<b>TOTAL OPENING BALANCE</b>	<b><u>325,801.58</u></b>

**INCOME:**

Precept	406,974.07
Interest (Deposit)	
Other Income	17,099.46
<b>TOTAL INCOME</b>	<b><u>424,073.53</u></b>

**EXPENDITURE**

Employees & Allowances	13,201.50
Premises	2,533.39
Supplies/Services	391.75
3rd Party	1,367.00
Grants	3,000.00
Allotments	2,710.00
Christmas	238.18
Markets	-
Community Plan	-
Ground Maintenance	2,563.71
Civic Hospitality	-
Ranger	6,700.03
Whitehaven In Bloom	2,275.00
Ward Grants	4,930.13
Elections	-
Environmental Improvements	6,362.49
Events	-
VAT (to be reclaimed)	4,555.56
<b>TOTAL EXPENDITURE</b>	<b><u>69,345.66</u></b>

**CASH BOOK BALANCE**

Brought forward	325,801.58
Income	424,073.53
Expenditure	69,345.66
<b>Town Council Funds</b>	<b><u>680,529.45</u></b>

**BANK BALANCES**

CBS 53905917 ( 19/07/2018)	541,691.24
CBS 53906216 ( 19/07/2018)	141,965.85
	683,657.09

<b>Unpresented Cheques</b>	3,127.64
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**FINANCIAL POSITION**

**680,529.45**

## Events Advisory Group

### Purpose of the Report and Recommendation

To inform members of the first meeting of the Events Advisory Group to start discussions on the infrastructure for the Christmas lighting and to consider any recommendations made..

## 1.0 INTRODUCTION

- 1.1 A meeting was held of the Events Advisory Group to discuss the infrastructure for the Christmas lighting.
- 1.2 Present at the meeting were Brian Holmes from CCC, Councillor C Maudling, Councillor B O'Kane and The Clerk

## 2.0 DETAILS OF THE DISCUSSIONS

- Councillor Maudling confirmed that the Christmas lights switch on would be on 18<sup>th</sup> November 2018
- Brian Holmes confirmed that there was nothing wrong with the feed boxes and that they would be electrically safe for this year.
- Brian Holmes said the flashing bulbs purchased from Blackpool had not been used and that a transformer may be needed and the Council may need to contact Blackpool about that
- Brian Holmes said that the Council may need new festoons but again we could ask Blackpool
- Brian Holmes said that he would be testing the Council's lights which were stored in the Civic Hall by the end of July 2018 and would report back. He said the lights would be ok for this year but in future the fittings may need to be replaced. Once the lights had been tested Brian said he would produce a list.
- It was agreed that lights would be on King Street, Lowther Street, Duke Street, Market Place and Roper Street

- Brian Holmes said that the lights in St Nicholas were ok
- It was discussed whether the Beacon could be lit up or colour-washed (subject to getting permission from CBC) and Brian said he would have a look to see where there was an electricity supply.
- During the discussions suggestions were:-
- To purchase pre- lit artificial Christmas trees
- To put a Christmas tree in the area outside the Castle pub
- To purchase and install lighting columns similar to those in Egremont
- To use projector mechanisms subject to the projector being able to be placed in a secure position safe from any vandalism.
- That these suggestions be investigated and reported back to the next meeting

2.1 The next meeting of the Events Advisory Group to discuss the Christmas lighting infrastructure would take place in early to mid August 2018 when further information would be available.

## **2.0 RECOMMENDATION**

2.1 That Members approve and note the report