

WHITEHAVEN TOWN COUNCIL

Clerk to the Council:

Marlene Jewell

Telephone: 01946 67366

Chairman:

Councillor Brian O’Kane

To: Members of the Whitehaven Town Council

You are duly **SUMMONED** to attend a **Virtual MEETING of WHITEHAVEN TOWN COUNCIL** which will be held on **Friday 10th July 2020 at 6.00pm on the Zoom platform** to transact the business contained in the attached Agenda.

The meeting takes place under the authorisation scheme outlined in the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) (Regulations) 2020.

Join Zoom Meeting

<https://us02web.zoom.us/j/81087073668?pwd=L2c5WHRETzNCQ1ZmT2M2dm5WSyt2UT09>

Meeting ID: 810 8707 3668

Password: 1fRHBH

Signed.....*Marlene Jewell*.....Dated *6th July 2020*
Marlene Jewell, Clerk and Responsible Financial Officer

AGENDA

All Councillors, and members of the public attending the virtual meeting should be aware that by joining the meeting they are agreeing to the following guidelines:

- a) The meeting may be recorded for the purpose of minute taking and will be disposed of within 24 hours
- b) All attendees should have their microphones on mute
- c) To adhere to the Council’s Code of Conduct and Standing Orders
- d) Only unmute microphones when invited to do so
- e) Speak clearly and look into the camera
- f) Turn phones to silent
- g) Be aware of time lags and allow time for participants to respond
- h) Introduce themselves when raising a point

- i) Respond to the Chair when their name is called
- j) Be aware of your background and what others can see behind you

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. To confirm adherence to the Council's Code of Conduct and Standing Orders

4. Approval of Minutes of Council Meeting held on 27th February 2020

5. Ratification of Delegated Decisions taken by the Chairman and Deputy Chairman for essential Council business

6. Appointment of Deputy Chairman

7. Public Participation

8. Annual Return 2019/2020

9. Planning Applications

10. Finance Report

11. Event in Whitehaven – To consider a suggestion for an event in Whitehaven following the easing of lockdown

12. Interpretation Boards – To consider artwork submitted by CCC for Interpretation Boards

13. Councillor Matters

14. Date of Next full Council Meeting 30th July 2020

WHITEHAVEN TOWN COUNCIL

Minutes of the Council Meeting held on 27th February 2020

Present: Councillor B O'Kane (Chairman); Councillor C Arrighi; Councillor E Dinsdale; Councillor G Dinsdale; Councillor C Hayes; Councillor C Maudling
Councillor R Redmond; Councillor G Roberts

M. Jewell, Clerk and Responsible Financial Officer

V. Gorley, Assistant Clerk

1533/20 Apologies for Absence

Apologies for absence were received from Councillor R Gill, Councillor J Rayson, Councillor C Walmsley and Councillor L Walmsley

1534/20 Declarations of Interest

Councillor Roberts declared that he had been appointed to the Board of Age UK.

1535/20 Minutes of the Council Meeting held on 30th January 2020

It was proposed by Councillor Hayes and seconded by Councillor Roberts that the Minutes of the Council Meeting held on 30th January 2020 be approved and signed by the Chairman as a correct record.

RESOLVED – That the Minutes of the Council Meeting held on 30th January 2020 be approved and signed by the Chairman as a correct record.

1536/20 Minutes of the Extraordinary Council Meeting held on 10th February 2020

It was proposed by Councillor Hayes and seconded by Councillor Roberts that the Minutes of the Extraordinary Council Meeting held on 10th February 2020 be approved and signed by the Chairman as a correct record.

RESOLVED – That the Minutes of the Extraordinary Council Meeting held on 10th February 2020 be approved and signed by the Chairman as a correct record.

1537/20 **Minutes of the Extraordinary Council Meeting held on 19th February 2020**

It was proposed by Councillor Hayes and seconded by Councillor Roberts that the Minutes of the Extraordinary Council Meeting held on 19th February 2020 be approved and signed by the Chairman as a correct record.

RESOLVED – That the Minutes of the Extraordinary Council Meeting held on 19th February 2020 be approved and signed by the Chairman as a correct record.

1538/20 **Public Participation**

There was no public participation.

1539/20 **Planning Applications**

The Council considered planning applications received and shown at Appendix 1. The only application objected to was CJH/4/19/2233/001 relating to land to the South of Elizabeth Crescent. It was proposed by Councillor Roberts and seconded by Councillor Hayes that an objection be lodged with CBC that this application should first be discussed by the CCC Local Committee before being decided by CBC and that there were no objections to the other planning applications on Appendix 1.

RESOLVED – That an objection be lodged with CBC that this application Should first be discussed by the CCC Local Committee before being decided by CBC and that there were no objections to the other planning applications on Appendix 1.

1540/20 **Finance Report**

The Council considered a Financial Report.

- i. The Council considered Appendix 1 and the Assistant Clerk said that 11 additional invoices had been received (details of which had been circulated) in the sum of £46,249.36. It was proposed by Councillor Maudling and seconded by Councillor Hayes that the invoices shown on Appendix 1 and the 11 additional invoices be approved and paid.

RESOLVED – That the invoices shown on Appendix 1 together with the 11 additional invoices mentioned 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 Roberts and seconded by Councillor Hayes that the Cashbook and the Income and Expenditure at Appendices 2 and 3 be approved and noted.

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

1541/20 **Contract for Ranger and Assistant Ranger**

The Council considered a report containing the Contracts for 2020/21 for the Ranger and the Assistant Ranger. Following consideration of the Contracts it was proposed by Councillor Roberts and seconded by Councillor Maudling that the Contracts for the Ranger and Deputy Ranger be approved and that they be signed by the Chairman and Deputy Chairman on behalf of the Council.

RESOLVED – That the Contracts for the Ranger and Deputy Ranger be approved and that they be signed by the Chairman and Deputy Chairman on behalf of the Council.

1542/20 **Car Parking**

The Council considered a report on the position on car parking for Officers and Councillors on the Civic Hall Car Park. Following a discussion it was proposed by Councillor Roberts and seconded by Councillor Maudling that the Council pay for one parking space for one year at a cost of £ 820.00

RESOLVED – That the Council pays for one parking space for one year at a cost of £820.00.

Councillor G Dinsdale came into the room

1543/20 **Champions**

The Council considered a report containing feedback from Councillors on becoming champions for particular issues/causes (Minute 1518/20 refers). It was proposed by Councillor Hayes and seconded by Councillor O’Kane that the following Councillors be appointed as follows:-

Councillor Arrighi	Mental Health Champion
Councillor E Dinsdale	Autism Champion
Councillor G Dinsdale	Youth Champion
Councillor Roberts	Continue as Bus Shelter Champion
Councillor Roberts	Older People (Pensionable Age) Champion

RESOLVED – That the above mentioned Councillors be appointed as Champions as stated above.

1544/20 **Quotes for Marquee**

The Council considered a report on quotes received for the hire of a marquee for one week in May 2020 to house inter alia a photographic exhibition. Following a discussion it was proposed by Councillor Maudling and seconded by Councillor O’Kane that Quote 3 be accepted in the sum of £1,475.00. It was unanimously

RESOLVED – That quote 3 be accepted in the sum of £1,475.00

1545/20 **Renewal of HPE Support Package**

The Council considered a report about renewing the 1 year support service Contract with Hewlett Packard Enterprises for hardware support at a cost of £77 excl. VAT. It was proposed by Councillor Maudling and seconded by Councillor Hayes that the support services contract for hardware support with Hewlett Packard Enterprises be renewed for one year at a cost of £77 excl. VAT

RESOLVED - That the support services contract for hardware support with Hewlett Packard Enterprises be renewed for one year at a cost of £77 excl. VAT.

1546/20 **Cumbria Tourism**

The Council considered an email received from Cumbria Tourism which asked if the Council wished to become a member of Cumbria Tourism at a cost of £260.00 plus VAT per year. After considering the benefits of having Cumbria Tourism Membership it was proposed by Councillor Maudling and seconded by Councillor O’Kane that the Council become a member of Cumbria Tourism at a cost of £260.00 plus VAT per annum.

RESOLVED – That the Council become a member of Cumbria Tourism at a cost of £260.00 plus VAT per annum.

1547/20 **Police Report**

The Council considered a report from the Police on Whitehaven and District for February 2020.

The report was noted.

1548/20 **VE Day Celebration**

The Chairman gave an update on the preparations for the VE Day Celebrations and the Beacon Portal targeting all primary schools in the area which made the following points:-

- The marquee will be run with photographs, mini exhibits but there was a problem with logistics as the marquee would be open from Monday to Saturday and therefore a rota of volunteers to man the marquee would be required. Perhaps we could ask RBL or the local Rotary Club.
- The Beacon was acting as host for some schools in the area and would be doing a hands on project in the Beacon Portal
- We should target all schools in our area and ask them if they want to participate although the biggest problem was getting the school into the town and if we need to provide transport then those costs would have to be factored in
- There was concern about what to do on the Saturday – possibility of asking Cleator Moor Brass to perform.
- VE Evening on 7th May 2020 – The cost would be £25.00 a ticket and it was anticipated that approximately 150 would attend. The band had been booked and would be doing two 45/50 minute sessions
- Tony Pearce had volunteered to do the disco for £150 for the full night and the Council's approval was being sought for this

It was proposed by Councillor O'Kane that Tony Pearce be booked to provide the disco at a cost of £150.00 and this was seconded by Councillor Hayes.

RESOLVED – That Tony Pearce be booked to provide the disco at a cost of £150.00

1549/20 **Allotments**

It was reported that there was an issue with the communal access at Crow Park Allotment Site which was in a poor state. The Council's contractor had scraped the surface away and said that the access should be covered and filled with plainings. It was estimated that it would require 20 tonnes of plainings at a cost of £200.00. It was proposed by Councillor Hayes and seconded by Councillor Roberts that 20 tonnes of plainings be purchased at a cost of £200.00.

RESOLVED – That 20 tonnes of plainings be purchased at a cost of £200.00

1550/20 **Councillor Ward Matters**

- i. Councillor Robert said there was a lot of dog dirt in Harras Ward
- ii. Councillor Hayes said there had been a Kells Ward meeting on Tuesday night and there had been a good turn out and Councillors from all 3 Councils were present. There had been good feedback on what was being done in Kells and they were getting on top of the dog dirt.
- iii. Councillor Maudling said youths were continuing to terrorise people in Whitehaven with bikes cutting in in front of traffic

- iv. Councillor E Dinsdale asked about meetings for the Events Advisory Group and the Whitehaven in Bloom Advisory Group and the Clerk said they were being arranged for the following week.
- v. Councillor G Dinsdale asked if there was any update on the bus shelter at Tower Hill. The Assistant Clerk said there was not and we were waiting to hear from CCC
- vi. Councillor G Dinsdale said she had been invited to an event run by Inspira and wondered would the Town Council be open to hosting school children for work experience in the future. The Clerk said that was a good idea and would be possible when the new office building was operational but unfortunately not at the moment as the present office accommodation was limited.
- vii. Councillor O’Kane said the litter bins had been sorted out on Hillcrest but that he had still be unable to arrange a meeting with CCC about the roads

1551/20 Date of Next Meeting

The date of the next Council Meeting will be 26th March 2020 at 6.30pm in the Dunboyne Hall, Whitehaven Civic Hall

IN PRIVATE

1552/20 Prior to the following items of business the Chairman moved the following:-

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

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

1553/20 Grant Application

Councillor Arrighi and Councillor Redmond declared an interest and left the room during the consideration of this item.

The Council considered a grant application received from FSC.

Following a discussion it was proposed by Councillor O’Kane and seconded by Councillor Hayes that the application be put on hold and that the Applicant be asked to come to the next Council Meeting to present the application and to answer any questions that the Council had.

RESOLVED – That the Applicant be asked to come to the next Council Meeting to present the application and to answer any questions the Council had.

The Meeting closed at 7.55pm

Chairman

These Minutes were approved to be signed by the Chairman as a correct record by Delegated Authority of the Chairman and Deputy Chairman after consultation with all Councillors under the High Consequences Diseases and Delegated Authority Policy.

**DELEGATED AUTHORITY DECISION TAKEN BY THE CHAIRMAN AND DEPUTY CHAIRMAN ON 23rd
March 2020**

1. That the High Consequence Infectious Disease Policy be adopted to give delegated authority make decisions in order to carry out essential Council business.

Delegated Authority Decisions made by the Chairman and Deputy Chairman following consultation with Councillors in accordance with the High Consequence Infectious Disease Policy adopted on 23rd March 2020

Agenda for 26th March 2020

Delegated Authority Decisions were made on the following Agenda items:-

ITEM 3 -Minutes of the Council Meeting held on 27th February 2020

DECISION – That the Minutes of the Meeting held on 27th February 2020 be approved and the Chairman be authorised to sign them as a correct record.

ITEM 4 – Minutes of the Meeting Held on 23rd March 2020. This meeting did not take place due to Government advice and a High Consequence Infectious Disease Policy for delegated authority was approved on 23rd March 2020 by the Chairman and Deputy Chairman following consultation with Councillors.

ITEM 6 – Planning Applications

DECISION – That the representations received from Councillor C Walmsley about Planning Applications CH4/4/20/2092 – 2102/0F1 be sent to Copeland Borough Council.

ITEM 7 – Finance report

DECISION – i That the invoices at Appendix 1 plus the extra invoices sent by email be approved and paid
ii That the income and expenditure and the cashbook be

approved and noted.

ITEM 8 – Recommendations from Whitehaven in Bloom Advisory Group

DECISION – That the recommendations and expenditure be approved

ITEM 11- Grass Cutting at Mirehouse

DECISION – That the Council's Ranger and Assistant Ranger cut the grass twice per year.

ITEM 12 – Catenary Wires and Blue Rope

DECISION – that expenditure be approved for the purchase of new catenary wire for the Christmas lights and blue rope.

ITEM 13 – Councillor Ward Matters

- i. Councillor L Walmsley thanked the Council for the litter bin on Skiddaw Road which was popular with residents
- ii. Councillor C Walmsley said there was an issue with houses being converted into flats because people saw this as a way of getting certain people out of town and spreading them across estates.

PRIVATE AND CONFIDENTIAL

ITEM 15 - Grant Application – FSC

DECISION – That a grant of £1,000 be awarded to FSC

**ADDITIONAL MATTER DECIDED BY CHAIRMAN AND DEPUTY CHAIRMAN
USING DELEGATED AUTHORITY**

Councillor Ward Grants

DECISION – That Councillors with any remaining Ward Grants for 2019/20 be allowed to carry it over into 2020/21 provided that these monies are directed to areas in relation to the coronavirus crisis.

Councillor Brian O’Kane, Chairman

Councillor Carla Arrighi, Deputy Chairman

**DELEGATED AUTHORITY DECISIONS TAKEN BY THE CHAIRMAN AND DEPUTY CHAIRMAN ON
29th APRIL 2020 UNDER THE HIGH CONSEQUENCE INFECTIOUS DISEASE POLICY**

1. That the invoices be approved and paid
That the cash book and income and expenditure be approved and noted
2. That in accordance with Regulation 4(2) of the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020 that the appointment of the Mayor and Deputy Mayor, Chairmen and Deputy Chairmen of any Committees and members of Advisory Groups made at the Annual Meeting in May 2019 continue until the next Annual Meeting or until such time as the Council may determine.
3. That Regulation 6 be approved so as to disapply the requirement for the Council to hold an Annual Meeting this year subject to the position being reviewed as the national position changes
4. That remote meetings will not be held at the present time and that the essential Council business continue to be dealt with under the High Consequence Infectious Disease Policy but that should it appear necessary after a few months then remote meetings may be set up.
5. That the Council's Grant Budget of £10,000.00 for 2020/21 be allocated to coronavirus issues for the present time and that any unused money in the budget be available for grant applications from local groups in the normal way
6. That the remaining £2,923.00 in the Council's Grants Budget for 2019/2020 be carried over to be used for coronavirus issues
7. That the cut- off date for any unused Councillor Ward Grants for 2019/2020 which it was previously agreed could be carried over for coronavirus issues be 1st July 2020 and that any remaining money after this date will be transferred over into the same fund stream as in 6 above
8. No comments were received about Planning Applications and Copeland Borough Council will be informed accordingly
9. That in respect of the HCID Policy no successors be appointed to take over in the event of the Chairman and Deputy Chairman becoming incapacitated and unable to exercise their delegated authority under the HCID Policy but that in the event of the Clerk becoming incapacitated then the Assistant Clerk undertake the duties for the period of incapacitation.

Chairman Councillor Brian O'Kane
Deputy Chairman Councillor Carla Arrighi

**DELEGATED AUTHORITY DECISION TAKEN BY THE CHAIRMAN AND DEPUTY CHAIRMAN ON 19th
May 2020 UNDER THE HIGH CONSEQUENCE INFECTIOUS DISEASE POLICY**

1. That as a result of health and safety guidance for the workplace and Government advice and guidance on social distancing in the workplace in relation to coronavirus following a return to work, the office presently occupied by the Council in Whitehaven Civic Hall can no longer be used as it is too small to comply with social distancing requirements for staff, members and the public.

Delegated authority was given for the Council office to be relocated to the ground floor of its own building, 148 Queen Street, Whitehaven and that all the necessary checks be carried out and any necessary refurbishment work carried out prior to the relocation.

Chairman, Councillor Brian O’Kane
Deputy Chairman, Councillor Carla Arrighi

**DELEGATED AUTHORITY DECISIONS TAKEN BY THE CHAIRMAN AND DEPUTY CHAIRMAN ON
28th May 2020 UNDER THE HIGH CONSEQUENCE INFECTIOUS DISEASE POLICY**

1. That the invoices be approved and paid
2. No comments were received about Planning Applications and Copeland Borough Council will be informed accordingly

Chairman Councillor Brian O'Kane
Deputy Chairman Councillor Carla Arrighi

ANNUAL RETURN FOR 2019/2020 FOR APPROVAL

Purpose of the Report and Recommendation

To inform the Council that the Annual Return for the year 2019/20 has been received from PKF Littlejohn, the Council's External Auditors and to recommend approval of the recommendations as set out in paragraph 4.1 (i), (ii), (iii), (iv), (v) and (vi) hereof.

1.0 INTRODUCTION

- 1.1 The Annual Governance and Accountability Return (AGAR) 2019/20 has been received from PKF Littlejohn, the Council's External Auditors. The form shown at Appendix 1 has been prepared in draft pending approval by the Council. The AGAR is made up of 3 parts on pages 3-6. Sections 1 and 2 have to be completed and approved by the Council and section 3 will be completed by PKF Littlejohn, the external auditors and returned to the Council.
- 1.2 In preparation for this an Internal Audit was carried out on the Town Council by the Council's Internal Auditor Julie Hartley BA(Hons) IPFA, CILCA for the year ending 31st March 2020.

2.0 PROCESS FOR THE ANNUAL RETURN

- 2.1 The Annual Governance and Accountability Return has been completed in draft for Council approval with assistance and guidance from the Council's Internal Auditor and which is shown at Appendix 1.
- 2.2 The Council is required by PKF Littlejohn to take the following steps: -
 - (i) Firstly, the Annual Governance Statement 2019/20 (Section 1) must be approved by the Council and signed by the Chairman and Clerk and giving the Minute reference when it was approved.
 - (ii) Secondly, the Accounting Statement 2019/20 (Section 2) must be approved by the Council and signed by the Chairman and Responsible Financial Officer again giving the Minute reference when it was approved.
 - (iii) The Internal Auditors Report be approved.
 - (iv) The Council is required to provide electors with the opportunity to inspect the accounts and other documents for a period of 30 working days which must commence before 1st September 2020.

- The inspection period must be for a period of 30 working days;
- The inspection period will commence on 17th July 2020 and will end on 28th August 2020
- The inspection period must start the day after the notice, the approved Section 1 (Annual Governance Statement 2019/2020) and approved Section 2 (Accounting Statements 2019/2020) are published on the Council's website.

- (v) The completed and approved Annual Governance and Accountability Return 2019/2020 has to be submitted to PKF Littlejohn and we propose to do this as soon as possible following the Council meeting.

3.0 ANNUAL RETURN for 2018/19

Members will recall that at the Council Meeting on 26th September 2019 a report was given that the Council's External Auditors PKF Littlejohn had only days before issued an Annual Limited Assurance Review for the year ending 31st March 2019. (Minute 1421/19 iv refers) This was issued because as stated on the External Auditor's

Report they had not certified completion because " we have received correspondence bringing information to our attention that we must consider before certifying the completion of our review and the discharging of our responsibilities".

As required by PKF Littlejohn the Annual Limited Assurance Review for year ending 31st March 2019 was published on the Council's website by 30th September 2019 to comply with the Audit Regulations 2015.

The Clerk has contacted PKF Littlejohn by telephone on two subsequent occasions about this and to ask when the Accounts would be completed but obviously they would not reveal what information had been brought to their attention nor who had supplied the information and said the matter would be dealt with in due course.

4.0 RECOMMENDATION

4.1 The Council's Internal Auditor has given advice and assistance on the completion of the Annual Return to ensure that it is properly completed and it is therefore recommended: -

- (i) That Section 1, The Annual Governance Statement 2019/20 be approved by the Council and signed by the Chairman and Clerk and the Minute number inserted;
- (ii) That Section 2, The Accounting Statements 2019/20 be approved by the Council and signed by the Chairman and Responsible Financial Officer and the Minute number inserted;
- (iii) That the Internal Auditor's Report be approved;

- (iv) That the Annual Return be advertised for public inspection to comply with the timescales and requirements in paragraph 2.2 (iv) above and Councillors be sent a copy of this notice;
- (v) That the completed and approved Annual Return be submitted to PKF Littlejohn as soon as possible following the Council meeting.
- (vi) That the position with the Accounts for 2018/2019 be noted

Annual Governance and Accountability Return 2019/20 Part 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
 - are unable to certify themselves as exempt (fee payable); or
 - have requested a limited assurance review (fee payable)

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2019/20

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 must complete Part 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:
 - The Annual Internal Audit Report is completed by the authority's internal auditor.
 - Sections 1 and 2 are to be completed and approved by the authority.
 - Section 3 is completed by the external auditor and will be returned to the authority.
3. The authority must approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both must be approved and published before 1 July 2020.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, must return to the external auditor by email or post (not both) no later than 30 June 2020. Reminder letters will incur a charge of £40 +VAT:
 - the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2020
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2019/20

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability Section 1, Section 2 and Section 3 – External Auditor Report and Certificate will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on a publicly accessible website:

Before 1 July 2020 authorities must publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- Section 1 - Annual Governance Statement 2019/20, approved and signed, page 4
- Section 2 - Accounting Statements 2019/20, approved and signed, page 5

Not later than 30 September 2020 authorities must publish:

- Notice of conclusion of audit
- Section 3 - External Auditor Report and Certificate
- Sections 1 and 2 of AGAR including any amendments as a result of the limited assurance review.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2019/20

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this Annual Governance and Accountability Return. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the Annual Governance and Accountability Return is complete (no highlighted boxes left empty), and is properly signed and dated. Where amendments are made by the authority to the AGAR after it has been approved by the authority and before it has been reviewed by the external auditor, the Chairman and RFO should initial the amendments and if necessary republish the amended AGAR and recommence the period for the exercise of public rights. If the AGAR contains unapproved or unexplained amendments, it may be returned and additional costs will be incurred.
- The authority **should** receive and note the annual internal audit report if possible before approving the annual governance statement and the accounts.
- Use the checklist provided below to review the Annual Governance and Accountability Return for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2020.
- Do not send the external auditor any information not specifically requested. However, **you must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the Annual Governance and Accountability Return covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or variances are not fully explained, additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2019) equals the balance brought forward in the current year (Box 1 of 2020).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the period for the exercise of public rights. From the commencement date for a single period of 30 consecutive working days, the approved accounts and accounting records can be inspected. Whatever period the RFO sets it **must** include a common inspection period – during which the accounts and accounting records of all smaller authorities must be available for public inspection – of the first ten working days of July.
- The authority **must** publish the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2020**.

Completion checklist – No answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?		
	Has all additional information requested, including the dates set for the period for the exercise of public rights , been provided for the external auditor?	✓	
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?		
Section 1	For any statement to which the response is 'no', has an explanation been published?	✓	
Section 2	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?		
	Has an explanation of significant variations from last year to this year been published?	✓	
	Has the bank reconciliation as at 31 March 2020 been reconciled to Box 8?	✓	
	Has an explanation of any difference between Box 7 and Box 8 been provided?	✓	
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? NB: do not send trust accounting statements unless requested.	✓	

**Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices*, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk

Annual Internal Audit Report 2019/20

WHITEHAVEN TOWN COUNCIL

This authority's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls to be in operation during the financial year ended 31 March 2020.

The internal audit for 2019/20 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Agreed? Please choose one of the following		
	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic and year-end bank account reconciliations were properly carried out.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. IF the authority certified itself as exempt from a limited assurance review in 2018/19, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2018/19 AGAR tick "not covered")			✓
L. The authority has demonstrated that during summer 2019 it correctly provided for the exercise of public rights as required by the Accounts and Audit Regulations.	✓		
M. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

Name of person who carried out the internal audit

23-4-20 28-4-20 22-8-19

MRS J. HARTLEY

Signature of person who carried out the internal audit

JHartley

Date 28-4-20

*If the response is 'no' you must include a note to state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2019/20

We acknowledge as the members of:

WHITEHAVEN TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2020, that:

	Agreed		Yes means that this authority
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

Signed by the Chairman and Clerk of the meeting where approval was given:

and recorded as minute reference:

Chairman

Clerk

Other information required by the Transparency Codes (not part of Annual Governance Statement)
Authority web address

www.whitehaventowncouncil.co.uk

Section 2 – Accounting Statements 2019/20 for

WHITEHAVEN TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2019 £	31 March 2020 £	
1. Balances brought forward	322,245	404,162	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	406,974	442,558	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	43,588	45,193	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	79,466	85,172	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	289,179	451,407	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	404,162	355,334	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	400,585	353,854	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	56,913	221,058	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.
		✓	<i>N.B. The figures in the accounting statements above do not include any Trust transactions.</i>

I certify that for the year ended 31 March 2020 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

Date

I confirm that these Accounting Statements were approved by this authority on this date:

as recorded in minute reference:

Signed by Chairman of the meeting where the Accounting Statements were approved

Section 3 – External Auditor Report and Certificate 2019/20

In respect of

WHITEHAVEN TOWN COUNCIL

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2020; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2019/20

(Except for the matters reported below)* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

3 External auditor certificate 2019/20

We certify/do not certify* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2020.

*We do not certify completion because:

External Auditor Name

External Auditor Signature

Date

*Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

Planning Application for Consideration by Whitehaven Town Council

<u>Application Number</u>	<u>Detail</u>
CH/4/20/2190/TPO	REMOVE IVY, REDUCE HEIGHT, PRUNE AND CUT OVERHANGING BRANCHES ON 4 SYCAMORE TREES SITUATED WITHIN A CONSERVATION AREA LOWTHER HOUSE, 3 GARLIESTON MEWS, WHITEHAVEN
CH/4/20/2187/0F1	CHANGE OF USE FROM RESIDENTIAL TO A HAIR (A1) & BEAUTY SALON (SUI GENERIS) AS AN EXTENSION TO THE EXISTING BUILDING NEXT DOOR; RENDER IN SMOOTH LIME; REPLACE/REPAIR CAST IRON GUTTERING; REPLACE WINDOWS; INTERNAL ALTERATIONS 112 MAIN STREET, HENSINGHAM, WHITEHAVEN
CH/4/20/2194/0F1	PROPOSED RELOCATION OF THE MINING STATUE, CURRENTLY LOCATED ADJACENT TO WELLINGTON INN CAR PARK, TO LAND ADJACENT TO THE BEACON MUSEUM IN SUPPORT OF PLANNING PERMISSION 4/19/2016/0F1 (ERECTION OF A 3 STOREY BUILDING FOR USE AS A COASTAL ACTIVITY CENTRE) LAND ADJACENT TO THE BEACON MUSEUM, WEST STRAND, WHITEHAVEN
CH/4/20/2196/0F1	SINGLE STOREY EXTENSION TO FORM STORM PORCH 1 ASH GROVE, WHITEHAVEN
CH/4/20/2195/0L1	PAINT FRONT OF PROPERTY; NEW KITCHEN & FIT WC TO GROUND FLOOR; RESTORE ORIGINAL FIREPLACE IN KITCHEN; FIT NEW HARDWOOD DOOR; FIT SEALED UNITS TO EXISTING WINDOWS AT FRONT; INSTALL SHOWER ROOM & KITCHENETTE TO LOWER FLOOR; INSTALL ROOFLIGHTS (2 AT REAR, 1 AT FRONT); REBUILD EXISTING WALL TO FRONT (LISTED BUILDING CONSENT) 12 LONSDALE PLACE, NEW ROAD, WHITEHAVEN
CH/4/20/2205/0L1	LISTED BUILDING CONSENT FOR REPLACEMENT OF FOUR WHITE UPVC DOUBLE GLAZED WINDOWS WITH NEW UPVC DOUBLE GLAZED WINDOWS ON FRONT OF PROPERTY 5 HAMILTON TERRACE, WHITEHAVEN
CH/4/20/2206/0F1	TWO STOREY EXTENSION TO FACILITATE GROUND FLOOR FOR DISABLED OCCUPATION AND FIRST FLOOR FOR ACCOMMODATION FOR DESIGNATED CARERS (PARENTS) 6 HERDUS ROAD, MIREHOUSE, WHITEHAVEN

Application Number

Detail

CH/4/20/2220/0F1

TWO STOREY EXTENSION TO SIDE & SINGLE STOREY
EXTENSION TO REAR
4 LOOP ROAD SOUTH, WHITEHAVEN

CH/4/20/2219/0F1

ERECTION OF DETACHED OUTBUILDING (AT FRONT OF
PROPERTY)
5 GARLIESTON COURT, WHITEHAVEN

Financial Report

Purpose of the Report and Recommendation

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 at 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.
- 1.3 The Council agreed on 23rd March 2020 by delegated authority of the Chairman and Deputy Chairman that Councillors with any remaining Ward Grants for 2019/2020 be allowed to carry them over into 2020/21 provided that these monies were used for issues related to the coronavirus crisis and to be used by 1st July 2020. Several Councillors agreed amongst themselves to pool their remaining Ward Grant monies to purchase PPE for those in need in Whitehaven

At Appendix 4 there is a list of the remaining Councillor Ward Grants for 2019.

The Council has no specific power to fund PPE but it can be provided under s137 of the Local Government Act 1972. S137 requires a procedure to be followed and although this is retrospective as there has not been a Council meeting and the fact that the Council was taking urgent action during a crisis to fulfil a community need.

For s137 expenditure the Council has to be satisfied that there is a direct benefit to the area or part of the area or to some or all of the inhabitants. The Council must also ensure that the direct benefit accruing in its area is commensurate with the expenditure incurred. All of these have been fulfilled in the supply of PPE to the community.

For s137 expenditure in 2020/21 the Council can only spend a maximum of £8.32 per head of the number of people on the electoral register for the Parish of Whitehaven. The total number on the electoral roll as of 18/06/2020 was 19,044 as per information obtained from Copeland Borough Council.

At Appendix 5 is a list of the PPE purchased and the organisations it was given to.

- 1.4 On 19th May 2020, the Chairman and Deputy Chairman made an urgent delegated decision to relocate the Council's office from The Civic Hall to 148 Queen Street.

This was as a result of health and safety guidance for the workplace and government advice on social distancing in the workplace in relation to Coronavirus following a return to work. The office occupied by the Council in The Civic Hall could not be used as it was too small to comply with social distancing requirements for staff, Councillors and the public.

The cost of the expenditure for all the necessary work, equipment and supplies in respect of 148 Queen Street is shown at Appendix 6. This expenditure was incurred under s111 of the Local Government Act 1972.

A question has been asked regarding obtaining 3 quotes for work carried out at the new offices. Details of which are as follows:

- 3 quotes for removal were sought with 2 being received;
- 3 quotes for water coolers were sought and received;
- The Council are contracted to British Telecom;
- Rentokil is a specialist service for office deep cleansing and could attend quickly. Some local firms were contacted but they didn't do deep cleaning.
- Fire safety certificate – local supplier was contacted but could not attend quickly, so the contractor who had previously carried out work for the Whitehaven News attended and carried out all necessary work within 3 days;
- Electrical safety certificate – 3 quotes were not obtained as the Contractor has carried out work for the Council in recent year and could attend relatively quickly. They also gave the Council a discount totalling £315.00.

For anything to do with Health and Safety relating to staff, Councillors or members of the public and requiring immediate action the Clerk also has the authority to take the necessary action and in this case it was

necessary to move offices as it was not possible to remain in the Civic Hall.

2.0 FINANCIAL POSITION

- 2.1 The bank reconciliation was carried out on 30th June 2020. This shows a balance of £424,922.98. There are however cheques to the value of £2960.50 still to be presented and cleared.
- 2.2 The balance in the deposit account is £297,911.86.

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.
- 3.3 That the Council recommends use of s137 as the expenditure power for all PPE purchased by the Council.
- 3.4 That the information contained within paragraph 1.4 be noted.

09.07.2020

Invoices for Consideration by Whitehaven Town Council

Date	Supplier	Category	Detail	Total Amount	Power	Transaction
29/04/2020	Mrs J Hartley	3rd Party	Re-imbursment of postage fee for returning Audit report	£ 1.64	s111 LGA 1972	
29/05/2020	All Clean Window Cleaning	Contingencies	Ground Floor Outside Window Clean	£ 15.00	s111 LGA 1972	
01/06/2020	Copeland Borough Council	Premises	Energy Charges for Room 3, The Civic Hall - June 2020	£ 65.40	s111 LGA 1972	
01/06/2020	Copeland Borough Council	Employees/Allowances	Parks & Open Spaces Assistant Ranger Contract - June 2020	£ 2,149.00	s111 LGA 1972	
01/06/2020	Copeland Borough Council	Employees/Allowances	Parks & Open Spaces Ranger Contract - June 2020	£ 3,247.97	s111 LGA 1972	
01/06/2020	Copeland Borough Council	3rd Party	Allotment & Pigeon Lofts Maintenance Contract - June 2020	£ 696.53	s111 LGA 1972	
01/06/2020	Copeland Borough Council	3rd Party	Grass Cutting Contract - June 2020	£ 1,892.65	s111 LGA 1972	
02/06/2020	Mrs V Gorley	Contingencies	2 x 2.5l silk emulsion for new office redecoration	£ 22.00	s111 LGA 1972	
04/06/2020	Mrs V Gorley	Contingencies	3 x paper towel dispensers and 4000 paper towels	£ 77.75	s111 LGA 1972	
05/06/2020	Mrs V Gorley	Contingencies	2 x office keys	£ 12.00	s111 LGA 1972	
06/06/2020	Mrs V Gorley	Contingencies	Cleaning items	£ 4.10	s111 LGA 1972	
06/06/2020	Chris Hayes	Contingencies	1 x 2.5l silk emulsion for new office redecoration	£ 11.00	s111 LGA 1972	
08/06/2020	Amberol Limited	Contingencies	1 x 10l white silk emulsion	£ 16.00	s111 LGA 1972	
11/06/2020	Mrs M Jewell	3rd Party	Additional hardware items for Whitehaven In Bloom	£ 3,588.82	s111 LGA 1972	
13/06/2020	Chris Hayes	Contingencies	TV Licence for premises at 148 Queen Street, Whitehaven	£ 157.50	s111 LGA 1972	
13/06/2020	Water Plus	Contingencies	3 x replacement lightbulbs	£ 21.00	s111 LGA 1972	
18/06/2020	Water Plus	3rd Party	Water charges Overend Pigeon Lofts (31.03.20 - 10.06.20)	£ 41.49	s23 Small Holdings Allotments Act 1908	
18/06/2020	Water Plus	3rd Party	Water charges Midgley Allotments (27.03.20 - 15.06.20)	£ 54.11	s23 Small Holdings Allotments Act 1908	
18/06/2020	Cumbria Media	Supplies & Services	Website maintenance, Job No's 308	£ 20.00	s111 LGA 1972	
19/06/2020	Copeland Borough Council	3rd Party	Weedkiller, materials to install bins	£ 230.22	ss5 Litter Act 1983	
19/06/2020	Westcom	Contingencies	Move server, cabinet and associated equipment from Room 3 to 148 Queen St	£ 252.00	s111 LGA 1972	
20/06/2020	Mrs V Gorley	Contingencies	Toilet seats x 4, toilet rolls and cleaning products	£ 61.15	s111 LGA 1972	
20/06/2020	Armstrongs Removals	Contingencies	Office Removal with part pack service	£ 415.50	s111 LGA 1972	
21/06/2020	Mrs M Jewell	Contingencies	Kettle & Toaster	£ 55.00	s111 LGA 1972	
22/06/2020	Viking	Contingencies	2 x Filing Cupboards	£ 409.15	s111 LGA 1972	
24/06/2020	Mrs V Gorley	Contingencies	3 x 50l bins	£ 19.50	s111 LGA 1972	
24/06/2020	Mrs V Gorley	Employees/Allowances and Contingencies	Tea, coffee, sugar, tea towels, 12pc dinner set, 16pc cutlery set, dish drainer, cutlery tray, batteries	£ 52.23	s111 LGA 1972	
				£ 13,588.66		

INCOME 2020-21

Date	Item	Precept	Interest	Other
07.04.2020	HMRC - VAT Refund March			1395.38
15.04.2020	Allotment Rents 2020/2021			570.00
17.04.2020	Allotment Rents 2020/2021			80.00
22.04.2020	2020/2021 Precept	437769.52		
01.05.2020	Allotment Rents 2020/2021			100.00
15.05.2020	Allotment Rents 2020/2021			60.00
29.05.2020	Allotment Rents 2020/2021			120.00
04.06.2020	Allotment Rents 2020/2021			50.00
05.06.2020	Allotment Rents 2020/2021			70.00
22.06.2020	Allotment Rents 2020/2021			20.00
12.06.2020	HMRC - VAT Refund May			3574.04

437769.52	0.00	6039.42	443808.94
-----------	------	---------	-----------

**WHITEHAVEN TOWN COUNCIL
SUMMARISED INCOME & EXPENDITURE STATEMENT
FINANCIAL YEAR 2020-21**

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

BANK BALANCES BROUGHT FORWARD

CBS 53905917 (01.04.2020)	55,942.04
CBS 53906216 (01.04.2020)	297,911.86
TOTAL OPENING BALANCE	£ 353,853.90

INCOME:

Precept	437,769.52
Interest	
Other Income	6,039.42
TOTAL INCOME	£ 443,808.94

EXPENDITURE

Employees & Allowances	21338.52
Premises	11010.80
Supplies/Services	6243.25
3rd Party	250.00
Grants	1000.00
Allotments	2800.88
Christmas	0.00
Markets	0.00
Community Plan	0.00
Ground Maintenance	3154.42
Civic Hospitality	0.00
Ranger	8994.86
Whitehaven In Bloom	450.00
Ward Grants	14424.12
Elections	0.00
Environmental Improvements	0.00
Events	0.00
Contingencies	3582.68
Reserves	0.00
VAT (to be reclaimed)	4538.97
TOTAL EXPENDITURE	£ 77,788.50

CASH BOOK BALANCE

Brought forward	£ 353,853.90
Income	£ 443,808.94
Expenditure	£ 77,788.50
Town Council Funds	£ 719,874.34

BANK BALANCES

CBS 53905917 (30/06/2020)	424,922.98
CBS 53906216 (30/06/2020)	297,911.86
	£ 722,834.84

Unpresented Cheques 2020/2021

2,960.50

FINANCIAL POSITION

£ 719,874.34

2019/2020 WARD GRANTS CARRIED FORWARD AND TO BE USED TOWARDS CORONAVIRUS CRISIS

Appendix 4

Pooled Ward Grants:

Councillor	Amount
Clr. Roberts	£ 1,105.40
Clr. Rayson	£ 700.00
Clr. Hayes	£ 400.00
Clr. Gill	£ 1,700.00
Clr. O'Kane	£ 1,083.60
Sub Total	£ 4,989.00

Unspent Grant Budget 2019/20 £ 2,923.93

Total available to spend £ 7,912.93

Councillor Amount
Redmond £ 1,280.00

Date	Ref	Payee	Goods	Amount
17.06.2020	BACS	Ryan Redmond	Reimbursement of groceries purchased to make up hampers distributed to vulnerable people during COVID-19 lockdown	£ 846.98
17.06.2020	BACS	Ryan Redmond	Reimbursement of items purchased from Oriental Garden (takeaway treat) for young persons residing at Overend Children's home during COVID-19 lockdown	£ 60.00
	BACS	Ryan Redmond	Reimbursement of items purchased from Oriental Garden (takeaway treat) for young persons residing at Overend Children's home during COVID-19 lockdown	£50.80
				£ 957.78 Total

Councillors	Amount	Ref	Payee	Goods	Amount
C Walmsley	£ 100.00				
L Walmsley	£ 500.00				
Total	£ 600.00				
Date	Ref	Payee	Goods	Amount	
17.06.2020	BACS	C & L Walmsley	Reimbursement of PPE plastic suits sourced from Thomas Graham & Sons Ltd and donated to Bethshan Care Home	£ 264.00	s137 LGA 1972
25.06.2020	BACS	Mirehouse Residents Group	Face Masks purchased from local rugby club to be distributed amongst residents who use public transport.	£ 336.00	s137 LGA 1972
				£ 600.00	Total

Councillor	Amount	Ref	Payee	Goods/Project	Amount
G. Dinsdale	£ 2,000.00				
Date	Ref	Payee	Goods/Project	Amount	
24.06.2020	BACS	Always Another Way Cumbria	To provide support to those who have suffered mentally during COVID 19.	£ 2,000.00	s137 LGA 1972

Councillor	Amount	Ref	Payee	Project	Amount
E. Dinsdale	£ 2,000.00				
Date	Ref	Payee	Project	Amount	
29.06.2020	£ 2,000.00	The Rosehill Theatre	Donation to Go Fund Me campaign as they have been unable to open during COVID 19 and have not been able to draw down any government grant funding to help.	£ 2,000.00	s144 LGA 1972

Councillor	Amount	Ref	Payee	Project	Amount
Arrighi	£ 50.00				
Date	Ref	Payee	Project	Amount	
		Carla Arrighi	Re-imburement of groceries purchased to make up food parcels	£ 50.00	s137 LGA 1972

List of PPE purchased and Organisations it was donated to

Appendix 5

Goods	Amount	Power
Reimbursement for 2 x valved respirator masks	£ 65.98	s137 LGA 1972
Reimbursement for 10 x hand sanitiser gels	£ 270.00	s137 LGA 1972
Reimbursement for 10 x hand sanitiser gels	£ 270.00	s137 LGA 1972
Reimbursement for 146 x disposable coveralls and 200 x gloves purchased from Thos Graham	£ 617.82	s137 LGA 1972
Reimbursement for 50 x disposable masks purchased from Thos. Graham	£ 240.00	s137 LGA 1972
Reimbursement for 60 x disposable coveralls purchased from Thos. Graham	£ 239.40	s137 LGA 1972
480.48mtr Poly cotton fabric for scrubs during COVID-19	£ 1,600.00	s137 LGA 1972
350 x reusable aprons for COVID-19 aid using pooled Ward Grants c/fwd	£ 997.50	s137 LGA 1972
32 x boxes (50) surgical masks	£ 1,440.00	s137 LGA 1972
32 x boxes (50) surgical masks	£ 267.50	s137 LGA 1972
Respirator masks	£ 210.00	s137 LGA 1972
Donation for hand sanitiser distributed amongst key front line workers	£ 1,000.00	s137 LGA 1972
Disposable Gloves	£ 216.00	s137 LGA 1972
Surgical Masks (16 boxes x 50)	£ 392.00	s137 LGA 1972
	£ 7,826.20	

The PPE was donated to the following organisations:

CHOC

Community Nurses

Care/Nursing Homes in Whitehaven

Blood Bikes

OFFICE RELOCATION EXPENDITURE

APPENDIX 6

Payee	Amount	Purchase/Service
Armstrong Removals	£ 408.75	Office Removal with part pack service
Thomson Electrical	£ 265.00	Find fault on lighting and supply and fit new lighting
Thomas Graham	£ 422.50	Hand Sanitiser dispensers and gel, alcohol rub, disinfectant wipes
Thomson Electrical	£ 1,859.00	Electrical inspection and test, supply and install electrical parts
Vanessa Gorley	£ 7.11	Cleaning items
Vanessa Gorley	£ 68.04	3 x automatic soap dispensers
Vanessa Gorley	£ 15.96	4 x use hand sanitiser wall stickers
Vanessa Gorley	£ 5.94	2 x 2m social distancing floor tape
Vanessa Gorley	£ 11.98	5 x keep distance floor stickers
Vanessa Gorley	£ 12.94	1 x 5l anti-bac hand wash
Carlisle City Fire Protection	£ 500.00	Fire Risk Assessment, 7 x fire extinguishers and 1 x battery operated site alarm
Rentokil Specialist Hygiene	£ 825.00	Specialist clean of 148 Queen Street
All Clean Window Cleaning	£ 15.00	Front Windows clean
Vanessa Gorley	£ 19.99	4000 x paper towels
Vanessa Gorley	£ 57.76	3 x paper towel dispensers
Vanessa Gorley	£ 22.00	2 x 5l emulsion
Vanessa Gorley	£ 12.00	2 x office key's cut
Vanessa Gorley	£ 4.10	Cleaning items
Vanessa Gorley	£ 11.00	1 x 5l emulsion
Chris Hayes	£ 16.00	1 x 10l emulsion
Marlene Jewell	£ 157.50	TV Licence
Chris Hayes	£ 21.00	Strip Lightbulbs
Westcom IT	£ 210.00	To move server, network cabinet and equipment
Vanessa Gorley	£ 61.15	4 x toilet seats and cleaning items
Marlene Jewell	£ 57.00	Kettle and Toaster
Vanessa Gorley	£ 52.23	Dinner set, cutlery set, draining rack, cutlery tray, coffe, tea, suagar,
Vanessa Gorley	£ 19.50	3 x 50l bins
Viking Direct	£ 340.96	2 x filing cupboard
British Telecom	£ 250.00	One off telephone line installation fee

Thomas Graham

£ 35.00 10x 250ml alcohol hand sanitiser gel

£ 5,764.41

TOTAL

In connection with the office relocation expenditure, over 120 unpaid labour hours have been undertaken by Councillor Chris Hayes Councillor Brian O'Kane and Robin Gorley. Works done include, painting, installing notice boards, soap dispensers, hand towel dispensers, replacing toilet seats, and erecting cabinets. Which at the national minimum wage rate of £8.72 per hour equates to £1,044 of free labour.

EVENT IN WHITEHAVEN

Purpose of the Report and Recommendation

To consider a proposal by a member of the Council's Events Advisory Group to organise an exhibition in Whitehaven with the details and costings given in paragraph 1.0 of this report and to make decisions on the recommendations at paragraph 2.1 and 2.2

1.0 INTRODUCTION

- 1.1 A suggestion has been made by Gerard Richardson who is a member of the Council's Events Advisory Group to hold a town wide exhibition and distributing leaflets about the town in order to encourage people to come into the town following the easing of lockdown. He has said that in order to have a good effect the event needs to be organised and take place as soon as possible and that if approval is given it can be up and running in three weeks.
- 1.2 The proposal is to host a series of A1 size historical images or artefacts in the shop windows of those shop holders who have already said that they would like to take part. All the images would be of a uniform size and some would be installed in St Nicholas Gardens. Some existing posters from last year's exhibition can be reused but 15 new posters are required
- 1.3 The leaflets produced would include a town map with a list of all the locations of the exhibitions and a street by street listing of all the businesses in town. The leaflets would have the Town Council logo on and some introductory wording
- 1.4 The businesses who have already indicated that they would like to take part are;
- Brooks
 - Flower Basket
 - CBC Market Hall
 - Dixons Jewellers
 - Charleys Contemporary Menswear
 - McDowells
 - Dixons Department Store

- Jeans Flowers
- Richardsons
- Little Whims
- Whitehaven Deli

1.5 The estimated maximum costs are

Each historical image	£80 ex VAT (15 required) = £1200
Leaflet costs	£1500.00 for 5,000
Total estimated cost	£2,700

Gerard Richardson said he will get quotes where he can but has stressed that the total estimated cost is £2700 (based on figures from last year and a couple of internet quotes) and that this is a maximum cost.

2.0 **RECOMMENDATION**

- 2.1 That Members consider the proposal to hold a town wide exhibition in Whitehaven as outlined in Paragraph 1.0 above at a total cost of £2700 subject to quotes being obtained where possible.
- 2.2 That in the event of the exhibition being approved that anyone wishing to be involved contact Gerard Richardson

INTERPRETATION BOARDS

Purpose of the Report and Recommendation

To consider the Interpretation Boards to be installed in Whitehaven and to approve them with or without amendment

1.0 INTRODUCTION

- 1.1 Members will recall that it was agreed that the Council would enter into an Agreement with Cumbria County Council for the maintenance of street furniture in Whitehaven Town centre. The Agreement was signed on 6th January 2020 and a copy is attached at Appendix 1
- 1.2 The County Council has submitted some artwork that it is proposed to put on the Interpretation Boards which is shown at Appendix 2. This was sent to Councillors on 02/02/20 to consider and comment on prior to the Council Meeting.
- 1.3 The County Council are looking to order the artwork within the next two to three weeks
- 1.4 CCC have now put our logo on the artwork

2.0 RECOMMENDATION

- 2.1 It is recommended that Members consider the artwork and approve it with or without amendment

**AGREEMENT FOR THE MAINTENANCE OF
STREET FURNITURE ON HIGHWAY – WHITEHAVEN TOWN CENTRE**

THIS AGREEMENT is made the 6th day of January 2019 20
BETWEEN CUMBRIA COUNTY COUNCIL of Cumbria House Botchergate Carlisle CA1 1RD ("the County Council") AND WHITEHAVEN TOWN COUNCIL of The Civic Hall Lowther Street Whitehaven CA28 7SH by the hands of the mayor and deputy mayor, two Members for the time being of the Town Council and duly authorised to sign agreements on behalf of the Town Council ("the Town Council") of the other part.

IT IS AGREED as follows:

1 Recital

The Town Council has requested approval from the County Council for it to maintain the objects or structures specified in the Schedule to this Agreement, at its expense, the locations of which are shown for the purposes of identification only on the attached plans, which are hereinafter collectively referred to as ("the Street Furniture")

2 The Street Furniture

The Town Council pursuant to Section 4 of the Local Government (Miscellaneous Provisions) Act 1953, Sections 115A-K Highways Act 1980, and Section 5 Litter Act 1983, has agreed to maintain the Street Furniture in the positions shown on the attached plan on the terms and conditions set out below.

3 Liability to Maintain

- 3.1 The Town Council shall at all times maintain the Street Furniture in good repair and condition and should it fail to do so after one month's notice in writing shall have been given to it by the County Council specifying the damage/defects to the relevant item of Street Furniture that requires repairing, then the County Council shall be at liberty to remove the relevant item of Street Furniture and to recover the reasonable and proper costs of doing so from the Town Council.
- 3.2 The Town Council shall not be responsible for the replacement of any item of Street Furniture if at any time it becomes damaged or vandalised or when it comes to the end of its natural life.
- 3.3 The County Council shall be responsible for the provision and maintenance of the landscaping/planting in the Planters specified as Item 3 in the Schedule hereto up to and including 31st March 2022.
- 3.4 After 31st March 2022, the Town Council shall be responsible for the provision and maintenance of the landscaping/planting in the Planters specified as Item 3 in the Schedule hereto.

4 Standards of Workmanship etc

The Town Council in carrying out works pursuant to this Agreement shall:

- 4.1 exercise all due care and diligence;

- 4.2 comply with the traffic safety measures set out in the Traffic Signs Manual Chapter 8 issued by the Department of Transport 2009;
- 4.3 ensure that where an appropriate British Standard Specification or British Standard Code of Practice issued by the British Standards Institution or European equivalent is current, all goods used or supplied and all workmanship shall be in accordance with that Standard; and
- 4.4 comply with all statutory requirements, including in particular the Health and Safety at Work etc. Act 1974 and Regulations made under the Act any applicable EC Directive and Regulations giving effect to the same.

5 Indemnity

The Town Council shall be liable for all works undertaken pursuant to this Agreement and for the condition of the Street Furniture and shall indemnify and keep indemnified the County Council from and against any claims, costs, losses or expenses arising from or in connection with the condition or maintenance of the Street Furniture.

9 Insurance

The Town Council shall hold public liability insurance with a reputable insurance company approved by the County Council in a sum of not less than £5m in respect of any one claim and produce the receipt for the current premium to the County Council on request.

10. The provisions of the Contracts (Rights of Third Parties) Act 1999 are hereby expressly excluded.

SIGNED by the said

W. R. E.

(Highway Network Manager) in the

LOCAL AREA
presence of:-

(K.C.)

K. B. B. D., Lawyer,
Cumbria County Council.

Mayor

SIGNED by the ~~Chairman~~ of Whitehaven Town Council

in the presence of:-

Ben O'Kear

Marlene Dewell
Clerk

Deputy Mayor

SIGNED by the ~~Vice-Chairman~~ of Whitehaven Town Council

in the presence of:-

Paula Bryh.

Marlene Dewell
Clerk

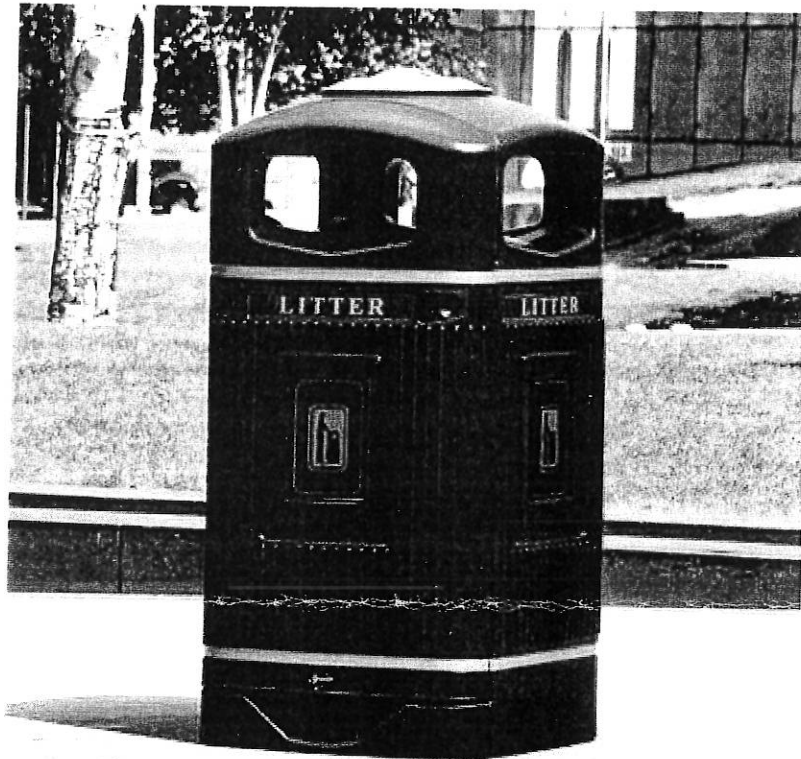
SCHEDULE

Item 1: Litter Bins

Reference: LB

Specification: Litter Bin Type LB to be Gladson Jubilee 110 Litter Bin 561 x 606 x 1200mm in black RAL 9005 with Gold Whitehaven Town Council crest and banding but with Ashtray only (ie. No stubber).

Image:



Locations:

Ref	Eastings	Northings	Location Description
LB01	297493.03	518553.23	Junction of Bransty Row and Bransty Road
LB02	297430.30	518512.02	Junction of Bransty Row and North Shore Road
LB03	297436.30	518448.83	Bransty Row 7.3m from entrance to Bransty Arch
LB04	297443.53	518437.04	George St 7.1m from Bransty Arch fire exit
LB05	297403.92	518406.10	Tangier St 5.8m from entrance to Fraser's
LB06	297394.78	518388.64	Tangier St opposite Cash 4 Clothes

Drawing Reference:

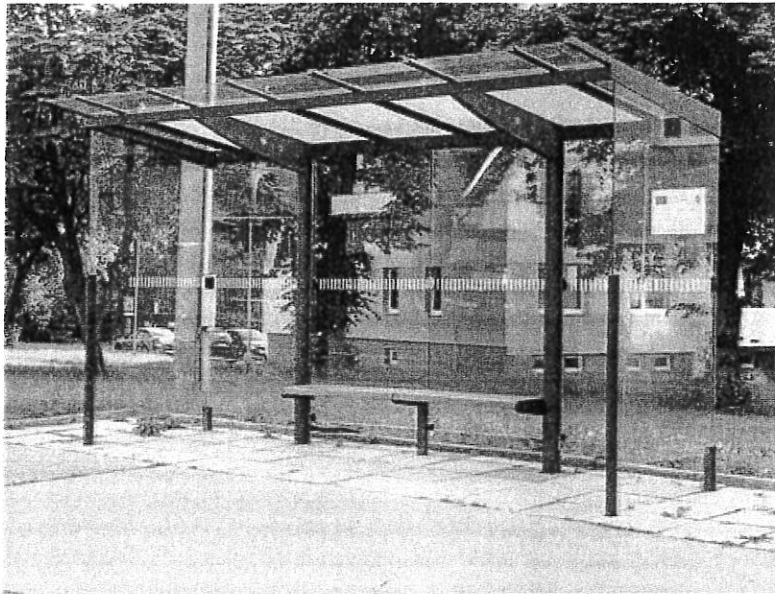
BRN-CAP-GEN-01-DR-C-7001 and BRN-CAP-GEN-01-DR-C-7002

Item 2: Bus Shelter

Reference: BS

Specification: Bus Stop Type BS to be World of Environment Street Furniture Regio REG310a cantilever bus shelter 4845 x 2675 x 1845mm in Black RAL 9005 with polycarbonate roof, rear and side panels. Timber Bench Seat and Timetable Case.

Image:



Locations:

Ref	Eastings	Northings	Location Description
BS01	297393.56	518386.01	Tangier St opposite Cash 4 Clothes

Drawing Reference:

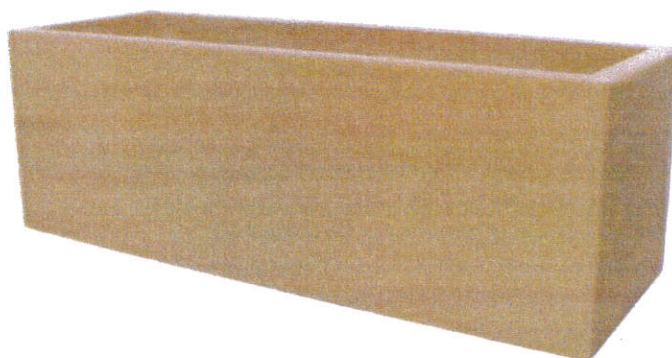
BRN-CAP-GEN-01-DR-C-8001

Item 3: Planters

Reference: PL

Specification: Planter Type PL to be bespoke 1400mm length x 700mm width x 600mm height with capacity of 550 litre in Tower Buff Yorkstone.

Image: (Example of planter material only)



Locations:

Ref	Eastings	Northings	Location Description
PL01	297450.05	518498.08	Bransty Row 12m from Buzz Station entrance
PL02	297444.91	518488.34	Bransty Row 7.2m from Shipwright Arms entrance
PL03	297435.09	518430.11	George St central island opposite Roc Bar
PL04	297440.98	518425.88	George St central island opposite La'al Persian
PL05	297446.95	518419.12	George St central island opposite Cumbria Tackle

Plant Species Mix:

- 20% - Stachys byzantina 'Silver Carpet'
- 20% - Armeria maritima
- 20% - Erigeron karvinskianus
- 10% - Eryngium variifolium
- 10% - Rosmarinus officinalis
- 10% - Festuca glauca
- 10% - Stipa tenussima

Drawing Reference:

BRN-CAP-GEN-01-DR-C-6001

Item 4: Interpretation Panels

Reference: IP

Specification: Differentia Design interpretation panel by artist Steve Pardue mounted on mild steel lectern powder coated black to RAL9005.

Image:



Locations:

Ref	Eastings	Northings	Location Description
IP01	297458.38	518423.91	Junction of George St and Wellington Row
IP02	297404.67	518513.19	North Shore Road southern footway

Drawing Reference:

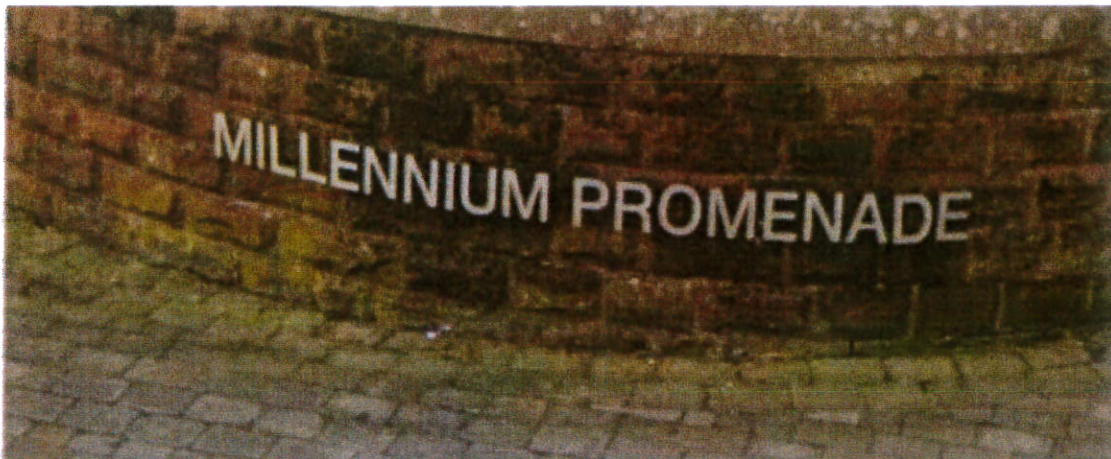
BRN-CAP-GEN-01-DR-C-9001

Item 5: Lettering

Reference: LTR

Specification: Stainless Steel Lettering in Arial Font to a height of 175mm X Height.
Text to read 'MILLENNIUM PROMENADE →'.
(→ indicates arrow pointing right)

Image:



Locations:

Ref	Eastings	Northings	Location Description
LTR1	297422.57	518496.71	North Shore Road southern footway

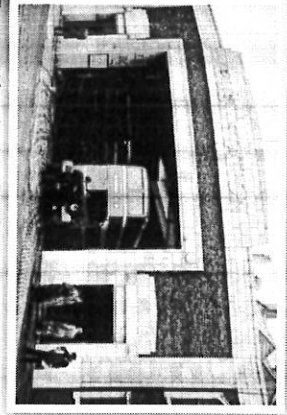
Drawing Reference:

BRN-CAP-GEN-01-DR-C-1301

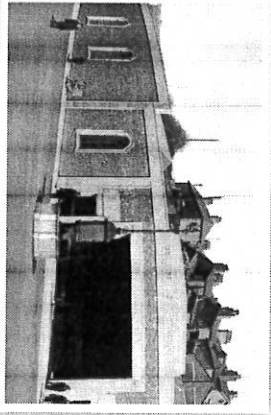
Whitehaven Bus Station

The curved facade in front of you on Bransty Row belonged to Whitehaven Bus Station which served the town for 70 years. It was built in 1931 in the art deco style and, at the time, was one of only two covered bus stations in the country.

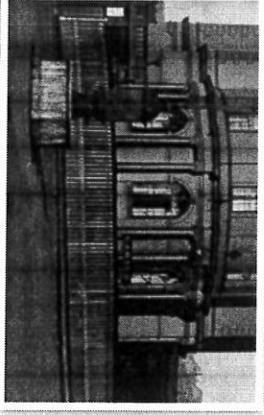
The depot was the head office for Cumberland Motor Services Limited and included garaging and paint-shop facilities for its fleet of buses. The building's long frontage with Portland stone dressing, is well regarded as a fine example of the bricklayer's skill. The bus station closed in 2002 but has now been re-developed into a new business centre known as the Buzz Station, happily retaining the original facade as a valued part of Whitehaven's heritage.



The curved facade of the Bus Station around 1960.



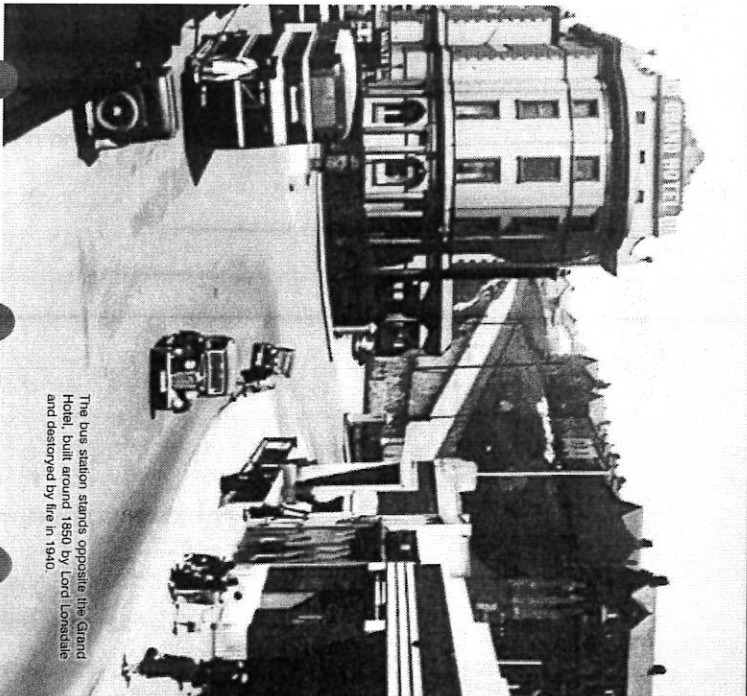
Old and new - outside the 20th century bus station stands a memorial to Robert Fisher who drove 19th century horse-drawn cabs.



The memorial to Robert Fisher located between the bus station and the Grand Hotel, around 1960.

Bransty Row

Whitehaven's bus station was built in the art deco style of the 1930s. Its long curved facade was an attractive addition to the architecture at the end of Bransty Row. This has been retained as an important part of the town's heritage.



The bus station stands opposite the Grand Hotel, built around 1850 by Lord Lonsdale and destroyed by fire in 1940.

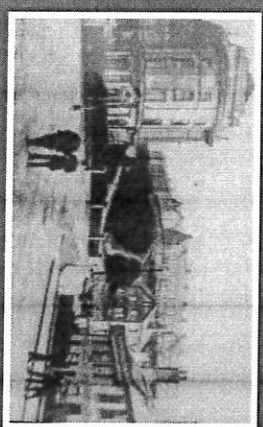


Brown's the Dyers in 1905.

The Dye Works

Before the bus station was built, the site had for 200 years been home to a Dye Works. The Washington family ran a dyeing service from the 1700s until 1801 when Scotsman John Brown, who hailed from Kirkcubrightshire, bought it. He and his descendants ran the business for the next 100 years.

Fabrics were dipped in huge vats containing solutions made from the natural plant dyes of indigo blue, red madder and crimson from the cochineal beetle. Later, these were replaced by chemical dyes. It was common practice for mourners to take clothes to be dyed black as many could not afford new outfits for a funeral. Brown's Dyers also offered dry cleaning and a laundry service for starched collars and cuffs.



The dye works at the end of Bransty Row, prior to the bus station being built in 1931.

1630
Sir Christopher Lowther took over the Whitehaven Estate to export coal from the Cumberland coalfield.

1803
Bransty Arch built by the Lowther family.

1846
First stone laid for the Grand Hotel.

1852
Bransty Railway station is opened.

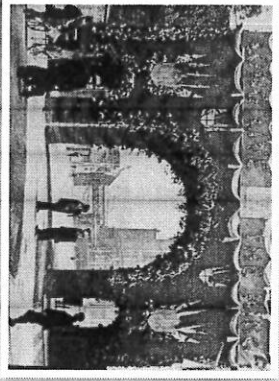
1927
Bransty Arch demolished.

1931
Whitehaven Bus Station built.

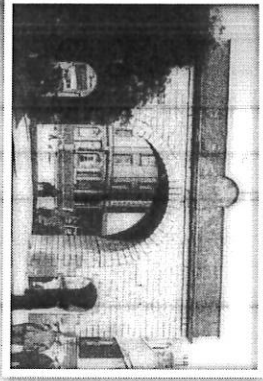
1940
The Grand Hotel destroyed by fire.

2002
The Bus Station closed.

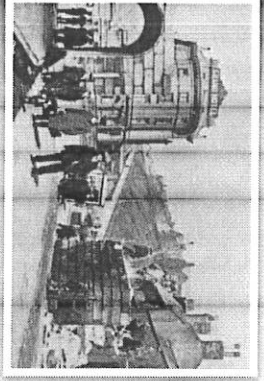
2020
Redevelopment of Bransty Row.



Bransly Arch decorated with flags, shields and bunting to celebrate the coronation of King George V and Queen Mary on 22 June 1911.



The Grand Hotel viewed through Bransly Arch in its heyday. date??



Demolition of Bransly Arch in 1927 - there was sadness at the loss of a well-loved feature.

Bransly Arch

Bransly Arch was a narrow bridge that carried horse-drawn coal waggons across Bransly Row adjacent to what is now a pub that bears its name. The coal from James Pit was transported along the wagon-way at ground level behind Wellington Row then rising to cross the northern end of Tangle Street and onward to the harbour for loading onto ships bound for Dublin. Ireland was the key market for Whitehaven coal. The Arch was a grand stone construction built by the Lowther family in 1803. It was a well-loved feature, and represented a 'triumphal' landmark at the northern entrance to Whitehaven town centre, so there was considerable local opposition to its demolition in 1927.

The Railways

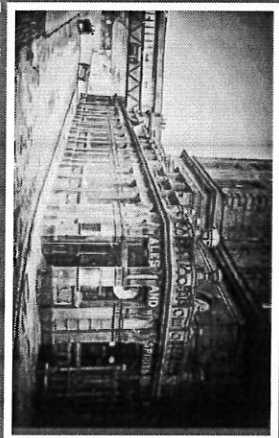
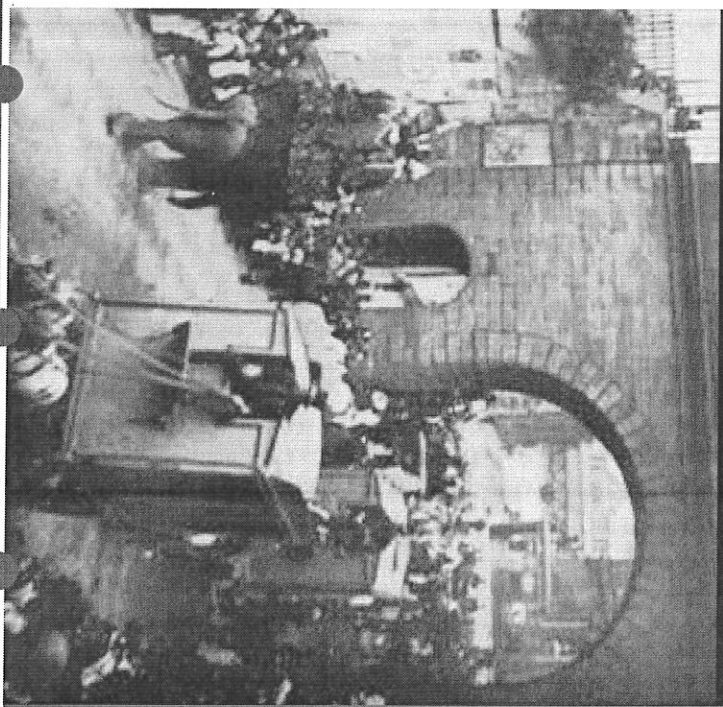
The desire for economic growth brought the railways to Whitehaven in 1847. Transporting coal from the Lowther family's pits was more efficient by rail and the horse-drawn wagon-ways would soon become redundant. The railways initially served industry but later transported passengers too. Visitors would stay at the Grand Hotel, an impressive building at the end of Bransly Row.

George Street

George Street was originally a ropewalk - a long, straight, narrow lane, where strands of hemp were laid out before making into rope for sailing ships. The Hartleys, who also owned ships, were the rope-makers of George Street and Thomas Hartley was one of the partners of Whitehaven's first bank, established on Coates Lane in 1786. George Street was once a busy working area with shops, businesses, a smithy and several public houses. At the junction with Church Street you would find Whitehaven Dairy, on the corner, where in the 1940s, the McDonald sisters would serve you with butter, eggs and home-made ice cream - and you could buy a jug of milk from the brass vending machine in the wall for a few pennies placed in the slot.

Bransly Arch

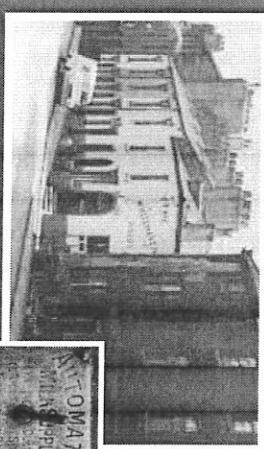
Coal from the Lowther family's pits was carried across the Bransly Arch in horse-drawn waggons to ships at the North Shore quays, bound for Ireland. A dominant feature in the town, the arch was much loved by the people of Whitehaven but demolished to make way for modern forms of transport.



Travellers arriving at nearby Bransly Station could access the Grand Hotel via covered footbridge, seen here in the late 1800s.

The Grand Hotel

The impressive 80-bedroom Grand Hotel, built around 1850 by Lord Lonsdale, burned down in 1940. Freezing January temperatures greatly hindered the firemen's efforts to save it. Jim Park, who lived on Brackenhowa, was 12 at the time of the fire recalls the night vividly. "The policemen wouldn't let us get too close, and we watched from what is now the doorway of Wetherspoon's...the thing that stuck in my mind more than anything else was that the firemen were freezing to the ground as the water from their hoses froze."



The Whitehaven Dairy on George Street sold milk from a vending machine.



1630

Sir Christopher Lowther took over the Whitehaven Estate to export coal from the Cumberland coalfield.

1803

Bransly Arch built by the Lowther family.

1846

First stone laid for the Grand Hotel.

1852

Bransly Railway station is opened.

1927

Bransly Arch demolished.

1931

Whitehaven Bus Station built.

1940

The Grand Hotel destroyed by fire.

2002

The Bus Station closed.

2020

Redevelopment of Bransly Row.