

WHITEHAVEN TOWN COUNCIL

Minutes of the Council Meeting held on 29th August 2019

Present: Councillor B O’Kane (Chairman); Councillor C Arrighi; Councillor E Dinsdale; Councillor C Hayes; Councillor C Maudling; Councillor G Roberts; Councillor C Walmsley; Councillor L Walmsley

M. Jewell, Clerk and Responsible Financial Officer

Members of the Public

Press

Grant Applicant

1382/19 Apologies for Absence

Apologies for absence were received from Councillor G Dinsdale, Councillor Redmond and Councillor Rayson.

1383/19 Declarations of Interest

There were no declarations of interest.

1384/19 Minutes of the Council Meeting held on 25th July 2019

It was proposed by Councillor Hayes and seconded by Councillor Roberts that the Minutes of the Meeting held on 25th July 2019 be approved and signed by the Chairman as a correct record.

RESOLVED – That the Minutes of the Council Meeting held on 25th July 2019 be approved and signed by the Chairman as a correct record

1385/19 Public Participation

There was no public participation.

1386/19 **Planning Applications**

The Council considered a list of planning applications received and shown at Appendix 1.

It was proposed by Councillor Maudling and seconded by Councillor C Walmsley that Copeland Borough Council be informed that the Council had no Representations to make on the planning applications contained in Appendix 1.

RESOLVED – That Copeland Borough Council be informed that the Council had no representations to make on the planning applications contained in Appendix 1

1387/19 **Finance Report**

The Council considered a Financial Report.

- i After considering Appendix 1 it was reported that an additional invoice had been received from the Council's Internal Auditor for £250.00 in respect of an Audit recently carried out on the Council.

It was proposed by Councillor Roberts and seconded by Councillor Arrighi that the invoices shown at Appendix 1 and the additional invoice for £250.00 be approved and paid.

RESOLVED – That the invoices shown at Appendix 1 and the additional invoice for £250.00 be approved and paid.

- ii The Clerk reported that a disputed invoice for £810 relating to the erection and dismantling of market stalls for the Christmas lights switch on in 2017 had been raised by CBC. Following a discussion it was:-

RESOLVED – That a meeting be arranged with The Mayor of Copeland and the Manager as soon as possible to examine the way forward either and that as a measure of good faith that the £350.00 already agreed be paid.

- iii The Council considered Appendices 2 and 3 relating to the cashbook and Income and Expenditure. It was proposed by Councillor Arrighi and seconded by Councillor Hayes that the Cashbook and 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.

1388/19 **Internal Auditor's Report**

The Council considered an Interim Report from the Council's Internal Auditor which confirmed that the Council's finances were very well administered. The Report contained 3 recommendations and after consideration of these it was proposed by Councillor Maudling and seconded by Councillor Hayes that the Report be approved and noted_

RESOLVED – (i) That the Report be approved and noted

It was proposed by Councillor Maudling and seconded by Councillor Roberts That £150,000 be transferred from the current account into the deposit account and the consequent cash flow managed.

RESOLVED – (ii) That £150,000 be transferred from the current account into the deposit account and the consequent cash flow managed.

RESOLVED - (iii) That work already in progress for the expenditure plans be reviewed by the Policy and Resources and Finance Committee in September 2019 and in setting the budgets for 2020/2021.

RESOLVED - (iv) That current risk Assessment be extended to operational risks in view of the additional duties that the Town Council has taken on over the last two years.

1389/19 **Amendments to Financial Regulations**

The Council considered a document received from NALC containing suggested amendments to the model Financial Regulations which the Council had approved and adopted at the Annual Meeting on 16th May 2019. After discussing the document most of the amendments had already been made by the Council, some were of an administrative nature only and the Council did not wish to vary any of the Regulations. It was proposed by Councillor Roberts and seconded by Councillor O'Kane that the Financial Regulations be amended as necessary and approved and adopted.

RESOLVED – That the Financial Regulations be amended as necessary and approved and adopted.

1390/19 **Whitehaven in Bloom**

The Council considered a report on the provision and cost of winter bedding plants for Whitehaven which did not include St Nicholas Gardens. A quote for winter bedding plants had been received from the Council's preferred supplier in the sum of £1,436.55. In the past the Council had asked for

quotes from other suppliers which had either not been received or had been higher. It was proposed by Councillor Hayes and seconded by Councillor Roberts that in accordance with Financial Regulation 18.2 the Council suspends Financial Regulations to allow the Council's preferred supplier to supply the winter bedding plants for Whitehaven for reasons to be considered at the next Council meeting.

RESOLVED - That in accordance with Financial Regulation 18.2 the Council suspends Financial Regulations to allow the Council's preferred supplier to supply the winter bedding plants for Whitehaven for reasons to be considered at the next Council meeting

1391/19 **Markets Report**

The Council considered a Market Report submitted by CBC. Following a discussion on this where it was reported that a stakeholders had not been arranged it was proposed and seconded that the Council request a meeting with CBC to organise a stakeholders meeting with nominated Councillors on a date to be organised by Councillor Maudling.

RESOLVED – That the Council request CBC to organise a stakeholders meeting with nominated Councillors on a date to be organised by Councillor Maudling.

1392/19 **Councillor Expenses**

The Clerk gave a verbal report on Councillor expenses and the amounts that could be claimed and when expenses could be claimed. It was proposed by Councillor Arrighi and seconded by Councillor Hayes that the Clerk prepare a Councillors Expenses policy for travelling and subsistence and report this to the next Council meeting for consideration.

RESOLVED – That the Clerk prepare a Councillor Expenses Policy for travelling and subsistence and report this to the next Council meeting for consideration.

1393/19 **Events Advisory Group Recommendations**

The Council considered a report containing recommendations from the Events Advisory Group. Following a discussion it was:-

- (i) Proposed by Councillor Dinsdale and seconded by Councillor Maudling that ideas for events for Halloween night be discussed at the next Events Advisory Group.

RESOLVED – That ideas for events for Halloween night be discussed at the next Events Advisory Group.

(ii) It was proposed by Councillor Arrighi and seconded by Councillor Hayes that the following recommendations be approved :-

- a) That a photo exhibition be hosted from Monday 10th May 2020 to Sunday 10th May 2020 in St Nicholas Gardens with a theme of WWII and how the war affected Whitehaven and the surrounding area
- b) That a marquee be hired for this event at a cost of approximately £2,000
- c) That invitations be sent out to pensioners, veterans, cadets and school groups
- d) To hold another Traders Event on Thursday 7th and Friday 8th May 2020 in St Nicholas Gardens
- e) To purchase bunting to be erected around the town on the catena wired at an approximate cost of £9.99 per 10 metres
- f) That talks be arranged in the marquee on a wartime theme
- g) That the possibility of an afternoon tea in the marquee be explored
- h) To look at the possibility of having a parade, hiring a military band and aerial display
- i) Councillor O’Kane had found a Glenn Miller Tribute band to play at a concert with dinner to be held in Whitehaven Civic Hall on 7th May 2020 at a cost of £3,000. Councillor Maudling said he thought this amount was high for a band and it was agreed that he would see if he could book an alternative cheaper band by the following Monday and if not then the original band be booked at a cost of £3,000.
- j) That a 2 day Traders Event be arranged for June 2020 in St Nicholas Gardens with a marquee so that talks could be given by gardening experts
- k) A Viking re-enactment be arranged to take place in St Nicholas Gardens following a discussion between Councillor E Dinsdale, Gerard Richardson and the Beacon at a cost of approximately £500 for two days and that this be discussed at the next Events Advisory Group Meeting

RESOLVED – That the recommendations in (ii) a) – k) above be approved and actioned.

1394/19

Events Advisory Group Recommendations (Christmas Lighting)

The Council considered a report on Christmas lighting in Whitehaven and noted the work that had been carried out by Brian Holmes of CCC this year. It was proposed by Councillor Roberts and seconded by Councillor Hayes that the Council suspend Financial Regulation 11 in accordance with Financial Regulation 18 to allow CCC to erect, maintain and dismantle the Christmas Lights in Whitehaven for reasons to be considered at the next Council meeting.

RESOLVED – That the Council suspends Financial Regulation 11 in accordance with Financial Regulation 18 to allow CCC to erect, maintain and

dismantle the Christmas lights in Whitehaven for reasons to be considered at the next Council meeting.

1395/19 **Grass Cutting in Cemeteries**

The Council considered a request from CBC to continue to contribute to the maintenance of Whitehaven and Hensingham cemeteries in 2020/2021 at a cost of £15,450. In October 2018 the Council had agreed that 2 extra grass cuts be funded for Whitehaven and Hensingham Cemeteries in 2018/2019 at a cost of £7,000 and 4 extra grass cuts be funded in 2019/2020 at a cost of £15,000. It was reported that public satisfaction with the condition of the cemeteries had increased as a result of this.

It was proposed by Councillor Roberts and seconded by Councillor Walmsley That the Council funds 4 extra grass cuts for Whitehaven and Hensingham Cemeteries in 2020/2021 at a cost of £15,450.

RESOLVED – That the Council fund 4 extra grass cuts for Whitehaven and Hensingham Cemeteries in 2020/2021 at a cost of £15,450.

1396/19 **Police Report**

The Council considered a report from the Police which was in a new format. It was stated that the Police team in Whitehaven was working well. No decisions were made on this and the report was noted.

1397/19 **Street Name and Numbering**

The Council considered a consultation report received from CBC on the street name and numbering for the proposed new residential development on land at Edgehill Park, Whitehaven. It was proposed by Councillor Arrighi and seconded by Councillor O’Kane that the proposed new street name of Ellen Drive for the proposed new residential development on land at Edgehill Park, Whitehaven be approved.

RESOLVED – That the proposed new street name of Ellen Drive for the proposed new residential development on land at Edgehill Park, Whitehaven be approved and that CBC be informed accordingly.

1398/19 **Consultation on Removal of BT Public Payphones**

The Council considered a consultation report received from CBC on BT’s proposals to remove a number of public payphones within the Borough. There were no comments made on this and it was proposed by Councillor O’Kane and seconded by Councillor Arrighi that CBC be informed that the Council had no comments on BT’s proposal.

RESOLVED – That CBC be informed that the Council had no comments on BT's proposals.

1399/19 **The West Cumbria Guide**

The Council considered a report on correspondence received from The West Cumbria Guide which offered the Council a price structure for half page advertising in The West Cumbria Guide for December/January 2019/2020; February/March 2020; April/May 2020; June/July 2020 August/September 2020; October/November 2020 at a cost of £2,970 plus art work at £190.00. It was proposed and seconded that the Council take a half page advert in The West Cumbria Guide for the above periods at a cost of £2970.00 plus £190.00 for art work. Following a vote 4 Councillors voted for the proposal, two Councillors voted against the proposal and 2 Councillors abstained.

RESOLVED – That the Council takes out a half page advert in The West Cumbria Guide for December/January 2019/2020; February/March 2020; April/May 2020; June/July 2020; August/September 2020; October/November 2020 at a cost of £2,970 plus art work at £190.00.

1400/19 **Office Accommodation**

The Chairman reported on the Council's recently acquired office accommodation – the former Whitehaven News Office in Roper Street. He said there were 2 current issues:-

1. Pigeon droppings – The second floor of the building was thick with pigeon droppings and also a lot of boxes and papers on the floor which were covered in pigeon droppings. He said that pigeon dropping could lead to major health problems and severe respiratory problems. CBC Pest Control Department had inspected the second floor and said it was hazardous to health and needed to be sprayed, cleaned and disinfected and the special waste disposed of in the proper way. CBC recommended a local firm who after inspecting the building said that it would take 4 men 4 days to carry out the necessary work and dispose of the special waste and quoted £6,000 including VAT to do the work. Because this was a health and safety matter urgent action had to be taken to make the second floor safe. It was proposed by Councillor Roberts and seconded by Councillor Hayes that because of the health and safety issue requiring urgent action that the local firm be employed to spray, clean, disinfect and dispose of all waste on the second floor at a cost of £6,000 including VAT.

RESOLVED – That the local firm be employed to spray, clean, disinfect and dispose of all waste on the second floor at a cost of £6,000 including VAT.

2. The Chairman said that the Council now needed to get plans drawn up for the building and said that the Council's authority was requested to obtain quotes from architects for the cost of drawing up plans/concept drawings for the building. It was proposed by Councillor O'Kane and seconded by Councillor Roberts that architects be contacted and asked to submit quotes for preparing plans/concept drawings, preparing a specification of work and acting as project manager.

RESOLVED – That architects be contacted and asked to submit quotes for preparing plans/concept drawings, preparing a specification of work and acting as project manager giving a 21 day period for submitting quotes.

1401/19 **Copeland Polling District and Polling Places Review Update**

The Council considered a consultation document received from Copeland Borough Council in respect of the Copeland Polling District and Polling Places Review Update. Councillor O'Kane said he had already mentioned the key change in the Highlands and Hillcrest. Following a discussion there were no further comments it was proposed that the consultation document be noted and CBC be informed accordingly

RESOLVED – That there were no other comments other than those made by Councillor O'Kane and that the consultation document be noted and CBC be notified accordingly.

1402/19 **Councillor Business Cards**

The Council considered a report on the provision of business cards for Councillors and a draft business card. Councillor Dinsdale said the Council's landline number should be on the card. Following a discussion it was proposed by Councillor E Dinsdale that business cards be purchased for Councillors and this was seconded by Councillor Roberts. By a show of hands 3 Councillors voted for the proposal and 5 Councillors voted against.

RESOLVED – That business cards be not purchased for Councillors.

1403/19 **Training For Councillors**

The Clerk referred to the Effective Councillor Training Courses that had been set up by CALC which Councillors had been invited to attend and said that few replies had been received from Councillors.

There was no decision made on this but the Chairman asked all Councillors to

contact the Clerk to let her know if they would be attending the courses.

1404/19 **Councillor Ward Matters**

- i. Councillor E Dinsdale reported that potholes had been fixed and trees had been cut back at the top of Coach Road.
- ii. Councillor E Dinsdale said there was a big issue around weeds – that weedkiller had been put down over the last couple of weeks but that the weeds were going to drop into the drains if it rains and said he was looking to set up a meeting with CCC and CBC to stop this happening.
- iii. Councillor Hayes said there had been damage to the Howgill Centre at Kells and that the Police had been involved and that there would be a meeting with the Police at the end of the month. He said the community was helping to repair the damage and kids were painting the wood on the windows.
- iv. Councillor O’Kane said he had had two complaints about weeds.
- v. Councillor Arrighi said that on Greenbank the grass was so high that the cars couldn’t see. The Chairman asked Councillor Arrighi to supply some photographs of this so that this could be looked at.
- vi. Councillor Roberts said he had had a phone call from someone in town about rats at Rudds Court and in the building on the corner of Roper Street and Church Street.
- vii. Councillor C Walmsley said there was a massive issue with school travel and that there was a problem with school buses for St Benedicts so 11 year olds were having to walk home and that the service buses were not convenient for the kids.

1405/19 **Date of next Meeting**

RESOLVED - The date of the next meeting be 26th September 2019 at 6.30 at the Dunboyne Hall, Whitehaven Civic Hall

1406/19 **Suspension of Standing Orders**

The Chairman proposed that Standing Orders be suspended to allow the meeting to continue for 30 minutes in order to consider the Grant Applications.

RESOLVED – That Standing Orders be suspended to allow the meeting to continue for 30 minutes to consider the Grant Applications

IN PRIVATE

1407/19 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.

1408/19 **Grant Application – GCA**

Further to Minute 1379/19 the Council considered a grant application from GCA. Councillor Arrighi said that all her Ward Grant monies had been allocated.

It was proposed by Councillor Maudling seconded by Councillor Hayes that a grant be not awarded.

RESOLVED – That a grant be not awarded.

1409/19 **Grant Application – POW(SN)**

Further to Minute 1380/19 the Council considered an application from POW(SN). It was reported that because of the criteria for applications the organisation concerned could not apply for grant funding from the Police and Crime Commissioner and it was proposed by Councillor Maudling and seconded by Councillor Hayes that a grant be not awarded.

RESOLVED – That a grant be not awarded.

1410/19 **Grant Application – SN (UK)**

The Council considered an application for a grant from SN (UK) and heard a presentation from the applicant. It was proposed by Councillor Roberts and seconded by Councillor Arrighi that a grant be not awarded.

RESOLVED – That a grant be not awarded.

1411/19 **Grant Application – WCT**

The Council considered an application for a grant from WCT. Following a

discussion it was proposed by Councillor O'Kane and seconded by Councillor Hayes that a grant of £1,000 be awarded.

RESOLVED - that a grant of £1,000 be awarded to WCT

1412/19 **Grant Application – TCN**

The Council considered an application for a grant from TCN. Following a discussion it was proposed by Councillor O'Kane and seconded by Councillor Roberts that a grant of £200 be awarded.

RESOLVED – That a grant of £200 be awarded to TCN

1413/19 **Grant Application – WSACT**

The Council considered an application for a grant from WSACT. Following a discussion it was proposed by Councillor Hayes and seconded by Councillor Roberts that a grant be not awarded.

RESOLVED – That a grant be not awarded.

The Meeting closed at 9.30pm

Chairman

A handwritten signature in black ink, appearing to read "Brian O'Keefe". The signature is written in a cursive style with a large initial 'B'.