

WHITEHAVEN TOWN COUNCIL

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

To: Members of Whitehaven Town Council

You are duly **SUMMONED** to attend a **MEETING** of **WHITEHAVEN TOWN COUNCIL** which will be held in **THE BEACON PORTAL** at **THE BEACON, WHITEHAVEN** on **Thursday 6th July 2023 at 6.00 pm**

Signed.....*Marlene Jewell* Dated.....*30th June 2023*
Marlene Jewell, Clerk and Responsible Financial Officer

AGENDA

1. Apologies for Absence

2. Declarations of Interest

To receive declarations of interest by elected Members in respect of Agenda items.

If a Member requires any advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote he/she is advised to contact the Clerk at least 24 hours in advance of the meeting.

3. Public Participation

4. Minutes of the Council Meeting held on 25th May 2023

5. Planning Applications

6. Hearing for Planning Appeal in respect of 370 Houses at Harras Moor – Clerk to give a report

7. Finance Report

8. Quote for the Erection, Repair, Maintenance and Dismantling of Christmas Lights 2023

- 9. Quote for Winter Bedding 2023**
- 10. Membership of the Rural Market Town Group**
- 11. Storage Facilities**
- 12. Quotes Received for the Purchase of Event Tables**
- 13. Request for a Polytunnel**
- 14. Councillor Ward Matters**
- 15. Date and Time of Next Meeting**

IN PRIVATE

That prior to the following items of business the Chairman will move the following resolution:

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

- 16. Application for Grant – GCA**
- 17. Meeting with Home Group**
- 18. St Nicholas Gardens – Clerk to give a report**
- 19. Office Accommodation – Clerk to give a report**

WHITEHAVEN TOWN COUNCIL

Minutes of the Council Meeting held on the 25th May 2023

Present: Councillor C Hayes (Chairman); Councillor J Carr; Councillor E Dinsdale; Councillor G Dinsdale; Councillor R Gill; Councillor B O’Kane; Councillor A Pearson; Councillor R Redmond; Councillor G Roberts; Councillor A Spedding; Councillor R Taylor; Councillor R White

M. Jewell, Clerk and Responsible Financial Officer

V. Gorley, Assistant Clerk

Members of the Public

2274/23 Apologies for Absence

There were no apologies for absence.

2275/23 Declarations of Interest

Councillor Hayes declared that he was a member of the Whitehaven Tidy Town Committee.

2276/23 Public Participation

There was no public participation

2277/23 Minutes of the Annual Council Meeting held on 18th May 2023

It was proposed by Councillor Roberts and seconded by Councillor Hayes that the Minutes of the Annual Council Meeting held on 18th May 2023 be approved and signed by the Chairman as a correct record. A vote was held and 10 Councillors voted for the proposal and 1 Councillor abstained.

RESOLVED – That the Minutes of the Annual Council Meeting held on 18th May 2023 be approved and signed by the Chairman as a correct record.

2278/23 Planning Applications

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

- i. Although not on Appendix 1 Planning Application No. 4/18/2287/001 relating to 370 Houses at Harras Moor was discussed. It was proposed by Councillor Gill and seconded by Councillor Hayes that as soon as the Clerk hears of the

process to be followed that a special Meeting of the Council be called so that it can be decided how to respond. A vote was held and it was unanimously

RESOLVED - That as soon as the Clerk hears of the process to be followed that a special Meeting of the Council be called so that it can be decided how to respond.

Councillor White entered the Meeting

- ii. Councillor Gill proposed and Councillor Roberts seconded that having considered the Planning Applications on Schedule 1 that the Council had no further representations to make and that Cumberland Council be informed accordingly. A vote was held and it was unanimously

RESOLVED - That following consideration of the planning applications on Appendix 1 that Cumberland Council be informed that the Council had no further representations to make.

2279/23 Finance Report

The Council considered a Finance Report.

- i. Appendix 1 – The Assistant Clerk reported that there were 5 extra invoices to consider on Appendix 1 namely:-

- Carlisle City Fire Protection £120 plus VAT for inspection and new extinguisher
- Cumbria Loos £418 plus VAT for Leyland 51 Event
- Cllr E Dinsdale £108.63 mileage claim
- Charles Maudling £110 for award to Gerard Richardson
- Cumbria Media £314 uploading onto website

It was proposed by Councillor Gill and seconded by Councillor Roberts that the invoices on Appendix 1 plus the 6 additional invoices listed above be approved and paid. A vote was held and it was unanimously

RESOLVED – That the invoices shown at Appendix 1 plus the 5 additional invoices listed above be approved and paid.

- ii. Appendices 2 and 3 – the Council considered Appendices 2 and 3 and it was proposed by Councillor Gill and seconded by Councillor Roberts that these be approved and noted. A vote was held and it was unanimously

RESOLVED – That Appendices 2 and 3 be approved and noted.

2280/23 Annual Governance and Accountability Return 2022/23

The Council considered a report on the Annual Governance and Accountability Return for 2022/23 and the recommendations made in paragraph 4.1 (i) to (v) of the Report. In making the following proposals Councillor Gill thanked the staff for keeping excellent financial records shown by the Council getting a clean bill of health every year from the External Auditors and he also thanked the Council's

Internal Auditor who does a fantastic job on our behalf.

- 4.1(i) It was proposed by Councillor Gill and seconded by Councillor Hayes that Section 1 – The Annual Governance Statement 2022/23 be approved by the Council and signed by the Chairman and the Clerk and the Minute Number inserted. A vote was held and it was unanimously

RESOLVED - That Section 1 – The Annual Governance Statement 2022/23 be approved by the Council and signed by the Chairman and the Clerk and the Minute Number inserted.

- 4.1(ii) It was proposed by Councillor Gill and seconded by Councillor Hayes that Section 2 – the Accounting Statements 2022/23 be approved by the Council and signed by the Chairman and the Responsible Financial Officer and the Minute Number inserted. A vote was held and it was unanimously

RESOLVED - That Section 2 – the Accounting Statements 2022/23 be approved by the Council and signed by the Chairman and the Responsible Financial Officer and the Minute Number inserted.

- 4.1(iii) It was proposed by Councillor Gill and seconded by Councillor Hayes that the Annual Internal Audit Report be approved. A vote was held and it was unanimously

RESOLVED - That the Annual Internal Audit Report be approved.

- 4.1(iv) It was proposed by Councillor Gill and seconded by Councillor Hayes that the Annual Return be advertised for Public Inspection to comply with the timescales and requirements in paragraph 2.2(iv) of the Report and Councillors be sent a copy of this Notice. A vote was held and it was unanimously

RESOLVED - That the Annual Return be advertised for Public Inspection to comply with the timescales and requirements in paragraph 2.2(iv) of the Report and Councillors be sent a copy of this Notice.

- 4.1(v) It was proposed by Councillor Gill and seconded by Councillor Hayes that the completed Annual Governance and Accountability Return be submitted to Moore as soon as possible following the Council Meeting. A vote was held and it was unanimously

RESOLVED – That the completed Annual Governance and Accountability Return be submitted to Moore as soon as possible following the Council Meeting.

2281/23 Scribe Accounts System

The Council considered a report on a proposal to purchase the Scribe Accountancy for the Council's accounts following advice received from CALC's Financial Adviser. It was proposed by Councillor Gill and seconded by Councillor Taylor that the Scribe Accounts system be purchased at a cost of £1,197.00 per annum plus a one off onboarding cost of £797.00. A vote was held and it was unanimously

RESOLVED – That the Scribe Accounts system be purchased at a cost of £1,197.00 per annum plus a one off onboarding cost of £797.00.

2282/23 Continental Market on the Harbour – Litter Collection

The Council considered a report recommending a contribution to be made to the Harbour Commissioners towards the cost of litter collection on the Harbour during the Whitehaven Summer Fair. It was proposed by Councillor Gill and seconded by Councillor Roberts that the Council makes a 50% contribution or a maximum of £800.00 whichever shall be the lesser towards the cost of litter collection and removal from the Harbour during the Whitehaven Summer Fair. A vote was held and it was unanimously

RESOLVED - That the Council makes a 50% contribution or a maximum of £800.00 whichever shall be the lesser towards the cost of litter collection and removal from the Harbour during the Whitehaven Summer Fair.

2283/23 Provision of Flooring in Marquee

The Council considered a report on the provision of flooring in a 12x9 marquee for the Science Fair in St Nicholas Gardens on 29th June 2023. One of the exhibitors proposed to bring a planetarium to go inside the marquee and this required flooring. It was reported to the Council that the cost of flooring was £432. It was proposed by Councillor Carr and seconded by Councillor O'Kane that flooring be provided in the 12x9 marquee at a cost of £432.00. A vote was held and it was unanimously

RESOLVED - That flooring be provided in the 12x9 marquee at a cost of £432.00.

2284/23 WCSSG

Councillor Dinsdale had produced a report which was attached to the Agenda for the Meeting and made the following points

- He had attended the Meeting in August 2022 and due to Local Government Re-organisation they were going to rejig their constitution and who would be members
- They decided to invite the main \town Councils including Whitehaven, Cleator Moor, Egremont and Millom from Copeland and Maryport and Workington from Allerdale
- It had taken until May 2023 for that to be finalised and we are now voting members on the WCSSG. What this can bring us isn't just direct input as a key stakeholder into what's going on at Albion Square, what's going on in the nuclear industry. The key part of this is socio economic which as a Council that represents 23,000 people we would like to play a part in.
- During part of the last Meeting which was summarised in the attached report Jamie Reid did open up a consultation that is going to take place now around refreshing the whole process.
- So roughly we are looking at somewhere in the region of 12-13 million pounds between Sellafield Ltd
- As the Council are direct Members he imagined that the invites will come thick and fast to conferences etc but this is how you get things done and your ideas across
- He said we are the community representatives and we create a vision for the Town and the community and ultimately if that vision can be delivered their job is to do it. He said it was important that there was not a hierarchy with people thinking that we're there to work for them because that wasn't the case and Jamie had made this clear
- This isn't just around socio economic this is enshrined in law so the Energy Act he thought went back to 2004 where as a result of the stuff we have and do within our community, the workers we've got it is now the law that this money has got to be put back into the community
- From what he could see our neighbours at Workington are getting very organised. He said the key one was LEP whereby the fund was pushed out around communities based on business plans that are submitted
- He said he thought that we were at a point as a Town Council that we should be leading
- Previously the key stakeholders had been saying "where are your ideas" and obviously what we have to do from a Town point of view is to hold their feet to the fire. We have to provide our ideas as if we are not prepared to do this we will lose out to other areas

Councillor G Dinsdale said that she had seen the hard work that Councillor E Dinsdale had put into this and it really was a golden opportunity and one that they didn't want WTC to have – they didn't want WTC to have a place on the Group and she just wanted to say a big thanks to Councillor E Dinsdale for all the work he had put in without asking for any thanks and felt he deserved to be recognised for this and that we needed to keep kicking and fighting as it would make such a difference to the Town Council. |

Councillor Taylor felt that the Council should link in with other Parish Councils

like St Bees to share ideas and Councillor E Dinsdale made an observation and said he felt that the Council should just do its own thing. Following a discussion on this it was proposed by Councillor O’Kane and seconded by Councillor Taylor that in the near future we ask the relevant representatives of major organisations that affect our Town to attend a Meeting to outline future proposals that they may have which directly apply to the area of Whitehaven. A vote was held and it was unanimously

RESOLVED - that in the near future we ask the relevant representatives of major organisations that affect our Town to attend a Meeting to outline future proposals that they may have which directly apply to the area of Whitehaven.

Although not part of the proposal Councillors did discuss who the major organisations should be and identified BEC, NDA, CC, Sellafield Ltd, Harbour Commissioners and the MP

2285/23 Office Accommodation Update

Further to Minute 2241/23 the Council considered a report on the present position with regard to the renovation of the Council’s Office and that invitations to tender had now been placed on the Government’s Contract Finder with a closing date of 30th June 2023. Following a discussion it was

- i. Proposed by Councillor E Dinsdale and seconded by Councillor G Dinsdale that there be 6 weeks public consultation on the proposals for the Council Offices. A vote was held and 2 Councillors voted for the proposal, 7 Councillors voted against the proposal and 3 Councillors abstained.

RESOLVED – That public consultation on the proposals be not carried out

Councillor G Dinsdale left the Meeting

- ii. Proposed by Councillor Gill and seconded by Councillor Hayes that the report be approved and noted. A vote was held and 10 Councillors voted in favour of the proposal and 1 Councillor abstained

RESOLVED – That the report be approved and noted

2286/23 Request for Support for Funding for Harbour Project

Councillor O’Kane gave a report on a request from the Harbour Youth Project for a letter of support from the Council when they submitted their applications for funding award from Cumberland Council. It was proposed by Councillor Hayes and seconded by Councillor Taylor that a letter of support from the Council be sent to the Harbour Youth Project. A vote was held and it was unanimously

RESOLVED – That a letter of support be sent to the Harbour Youth Project

2287/23 Councillor Ward Matters

- i. Councillor White raised the following points
 - A tenant of a Home Group property had experienced problems with rats which were coming in through holes in the property for over 2 years and someone had finally come to bait the property. Doors were being chewed. He said Home Group were unwilling to come back to sort it out. There were issues at the property with loft insulation and vents were blocked causing damp. There were issues with the shed, the guttering on the shed and the steps in the garden. The rendering was crumbling and the guttering was falling off in places
 - Home Group never came to properties when they said they would
 - That Home Group had told the tenant that fixing his property will result in an increase in his rent
 - Home Group didn't seem to take the tenant seriously and Councillor White said he wanted to register his complaints to see what we can do as a Council

The Assistant Clerk said that the tenant had been to the Council Offices about this and emails had been sent to Home Group, Environmental Health and Councillor Hawkins

Councillor G Dinsdale returned to the Meeting

- ii. Councillor G Dinsdale said it was Councillor Hawkin's job to sort this out and that if they didn't then we should go to the Whitehaven News and said that she had done this in the past as a last resort and had got things done on some occasions
- iii. Councillor Taylor said he knew of similar properties on Cumberland and Devon Roads where there were several rat problems
- iv. Councillor E Dinsdale said that he knew of one tenant on a PAYG phone spent £15 trying to get through to Home Group
- v. Councillor O'Kane said that for the future there were 2 aspects in respect of Home Group
 - Invite Caroline Mc Donald to the Council Meeting to discuss matters
 - Force Home Group to open up the office in Duke Street
- vi. Councillor White referred to a property on Esk Avenue which had formerly been a shop and was now a private dwelling. He said there were pines growing all around it making the walls crack. He said the roof was leaking and the owner of the property was absent.

- vii. Councillor White said there was a bit of land fenced off between Calder , Irt and Pow and that there was a patch behind this which was getting overgrown with brambles and there was a few trees that need cut back and again this was Home Group. Councillor G Dinsdale said there had been a lot of problems with this in the past.
- viii. Councillor Taylor said most of the problems in his ward were to do with litter and potholes and asked how he could get the litter bin put backs at the top of Highfields. He said the rubbish just keeps getting kicked around and accumulating at the top of Highfields and a bin was removed a couple of years ago from the path that runs to Jericho School and that he understood that this was on a collection route and that there needed to be a new bin installed at the bottom of Highfields.
- ix. Councillor Taylor said that he was hoping to organise a litter pick that weekend involving local children
- x. Councillor Taylor said there was flooding on 5 Standings Rise to his neighbour's garage and it had been reported for over 4 years. There had been floods down to where his own house was. United Utilities had been out 3 times. The Highways had been out last year and dug a path down one side of Standings Rise but said they weren't doing the other side. He said he had written to Highways but had had no response. Councillor E Dinsdale said he should go on the CC website to report these problems
- xi. Councillor O'Kane referred to potholes on Aikbank Road which were steadily getting worse.
- xii. Councillor O'Kane said Highways England had dumped all their signs on the Pelican Badge Bed which is obviously a necessity in connection with road works and asked if it would be refurbished when they were finished and asked if we could asked them to guarantee to do this bearing in mind the amount we have spent on that area and that it would be Cumbria in Bloom in July
- xiii. Councillor O'Kane said the hedge at Victoria Road still hadn't been cut and asked that CC be reminded of this again
- xiv. Councillor O'Kane referred to the continual campaign for the area of Red Lonning and Caldbeck and the other areas connecting with Whitehaven Academy. He said there had been lots of meetings about traffic in Whitehaven and said TROs were due every 4 years and he had been told that Whitehaven would be done this Christmas and said this was appropriate since one of our concerns was access to the schools and the areas around them.

Councillor Taylor left the Meeting

An update had been requested on traffic management around the Whitehaven School Campus that includes the Red Lonning area and the traffic management lady gave an update on the work that had taken place around Whitehaven Campus and St Benedicts. A solution to reduce traffic congestion in the area had been considered lightly with the focus

being given to road safety particularly for pedestrians and vulnerable car users.

Councillor Taylor returned to the Meeting

He said that this now appeared to be an abandoned topic but he hoped that we can go back to CC and say there is a lot of concern especially as there is going to be 370 houses built about half a mile away. Councillor O’Kane said in contrast to this the local Member for Kells had raised issues within her area (missing illuminated bollards) which will be addressed. Also the concept for realigning a specific junction in Kells will be drawn up and circulated and that Officers and the local member had agreed to a site visit. He said things were being done in Kells but the roads feeding the 2 main schools are being ignored

- xv. Councillor Roberts said that the previous day there had been 2 technicians out from Lillyhall Depot who had inspected the road and he had asked for the timescale for the new surface dressing at the bottom of the road and they said it was imminent.
- xvi. Councillor Roberts said he had had some complaints about the closure of the A595 at Moresby and he had advised that people should use public transport where they could but acknowledge that this could be difficult.
- xvii. Councillor Carr said that he had had a drive around the 09 side and had talked with the guy who won the contract for the new fencing down Latrigg Road. He said that nobody round here works for Home Housing as it’s under Mears MPS banner and that’s why people couldn’t get hold of anybody. He said the fencing guy had pulled out of the contract with Mears and gone direct with Home Group in Newcastle and that more smaller contractors were going to be doing the contracts
- xviii. Councillor Hayes said there had been a residents meeting and Home Group had attended the meeting and she answered everybody’s questions.
- xix. Councillor Hayes said that outside there was going to be a survey on safety about children going to the schools and using the play area and there would be another meeting next week to discuss what they were going to do.
Councillor Roberts left the Meeting
- xx. Councillor Gill said there was a bad junction at the bottom of Rutland Avenue where there had ben lots of accidents and people had been killed. He had been lobbying CC to install traffic lights at the junction and remove the crossing and the lights which are a little further on from the junction. He said he was working closely with Councillor Hawkins on this there
Councillor Roberts returned to the Meeting

- xxi. Councillor Pearson said he was surrounded by an unkempt jungle that was supposed to be a cut area. He said the main problem was grass cutting on the road that goes from St Bees to Whitehaven where there was a fence separating the estate grass (which was cut) but leaving the highway verges uncut which was causing visibility problems for drivers. He said a lot of accidents had happened here and his own brother had been killed on there
- xxii. Councillor Pearson referred to the Thicket which was a well-used footpath coming out of Mirehouse and a car could be on top of you in 2-3 seconds making it very dangerous
- xxiii. Councillor G Dinsdale asked if it would be possible for Councillors to be given a basic information pack similar to what she had been given by Copeland when she first became a Councillor.
- xxiv. Councillor E Dinsdale said he had been invited to visit the Sea Cadets and had presented safety certificates and heard about the Bee Bomb Campaign. He said he was on the invitation list for the Harbour Users Group and had attended a BEC day in the Whitehaven Reformed Church which he found very useful and worthwhile from a stakeholder point of view
- xxv. Councillor E Dinsdale referred to 2 issues concerning Corcickle about the lines on the road and the potholes on a speed hump which had all been resolved

Councillor Gill left the Meeting and did not return

2288/23 Date and Time of next Council Meeting

It was reported that the next Council Meeting was schedule to be on 29th June 2023. In view of the fact that the Council had organised 2 large events in St Nicholas Gardens on 29th and 30th June 2023 the Clerk asked if the Council would consider holding the Meeting a week later on 6th July 2023. It was proposed by Councillor Carr and seconded by Councillor Roberts that the next Council Meeting be held on 6th July 2023 at 6.00pm at the Beacon Portal. A vote was held and it was unanimously

RESOLVED - That the next Council Meeting be held on 6th July 2023 at 6.00pm at the Beacon Portal

IN PRIVATE

2289/23 That prior to the following item of business the Chairman moved the following resolution:

That in view of the special or confidential nature of the business about to be transacted it is advisable in the public interest that the public and or press be instructed to withdraw. Councillor Roberts proposed this and Councillor Hayes seconded it. A vote was held and it was unanimously

RESOLVED - That the public and or press be instructed to withdraw from the Meeting

2290/23 Complaint re Allotment Site

The Council considered a report on a complaint received about an allotment site. Following a discussion it was proposed by Councillor Spedding and seconded by Councillor Roberts that the Council carry on as before. A vote was held and it was unanimously

RESOLVED - That the Council carry on as before.

2291/23 St Nicholas Gardens

The Clerk gave a report on St Nicholas Gardens and various problems that had arisen and referred to the problems that had occurred the previous year when the grass hadn't been cut and the weeds were a foot high. She said the grass had been cut yesterday but bits of it had been left particularly down both sides of the entrance and looked really scruffy. CC had supplied a maintenance schedule for this year but already some of the actions had not been carried out.

Following a discussion on the poor state of St Nicholas Gardens the Clerk said that as far as she was aware CC would be starting to plant St Nicholas Gardens the following week.

There was no decision taken on this item as it was for information only.

2292/23 Purchase of Extra Hanging Baskets

The Assistant Clerk reported that the Council required 186 hanging baskets but that we only have 175 leaving a deficit of 11 which were previously loaned to us by Cumberland Council. However it appeared Cumberland Council had loaned these hanging baskets to the Harbour Commissioners, Cleator Moor Town Council and Egremont Town Council. The Council was asked to consider purchasing an extra 11 hanging baskets at a cost of £418.78. It was proposed by Councillor G Dinsdale and seconded by Councillor R Taylor that 11 Hanging Baskets be purchased at a cost of £418.78. A vote was held and it was unanimously

RESOLVED - That 11 hanging baskets be purchased at a cost of £418.78.

The Meeting closed at 8.20

Chairman

WTC 06/07/2023

Item 5

Planning Application for Consideration by Whitehaven Town Council

<u>Application Number</u>	<u>Detail</u>
4/22/2398/0F1	Consultation on Additional and Amended Information: CONVERSION INTO SINGLE LUXURY DWELLING FORMER METHODIST CHURCH, LOWTHER STREET, WHITEHAVEN
4/22/2399/0L1	Consultation on Additional and Amended Information: LISTED BUILDING CONSENT FOR WORKS ASSOCIATED WITH THE CONVERSION OF FORMER METHODIST CHURCH INTO SINGLE LUXURY DWELLING FORMER METHODIST CHURCH, LOWTHER STREET, WHITEHAVEN
4/23/2145/0F1	ERECTION OF DECKING WITH GLASS BALUSTRADE (RETROSPECTIVE) 7 HEATHER CLOSE, WHITEHAVEN
4/23/2149/0F1	ALTERATION AND EXTENSION FOR ACCESSIBLE GROUND FLOOR BEDROOM AND SHOWER ROOM 14 CROASDALE AVENUE, MIREHOUSE, WHITEHAVEN
4/23/2163/TPO	TREE WORKS TO TREES AND TWO HEDGES WHICH ARE SITUATED IN A CONSERVATION AREA 10 CORKICKLE, WHITEHAVEN
4/23/2164/PIP	A TECHNICAL DETAILS CONSENT (TDC) APPLICATION FOR THREE DWELLINGS PURSUANT TO A PLANNING-IN-PRINCIPLE PERMISSION GRANTED ON APPEAL ON 9 TH JULY

Application Number

Detail

	2020 UNDER REFERENCE APP/Z0923/W/20/3246227 (COPELAND BOROUGH COUNCIL REFERENCE 4/19/2246/PIP). THIS TDC APPLICATION SEEKS TO PROVIDE THE NECESSARY TECHNICAL DETAILS TO SUPPORT DEVELOPMENT OF THE SCHEME. LAND TO THE REAR OF 108 VICTORIA ROAD, WHITEHAVEN
4/23/2168/0F1	ERECTION OF AN AGRICULTURAL BUILDING DEMESNE FARM, SANDWITH
4/23/2155/0F1	REMOVAL OF EXTERNAL FIRE ESCAPE STAIRCASE AND REPLACEMENT WITH NEW FIRE ESCAPE STAIRCASE TO MEET CURRENT REGULATIONS & STANDARDS THE CHASE HOTEL, CORKICKLE, WHITEHAVEN
4/23/2177/0F1	PRIOR APPROVAL APPLICATION FOR DEMOLITION OF UNUSED GARAGE ATTACHED TO OFFICE ROBERTSON MEMORIALS, LOW ROAD, WHITEHAVEN

FINANCIAL REPORT

Purpose of the Report

Members are asked to consider a list of invoices for authorisation and payment as shown at Appendix 1 and approve the recommendations in paragraphs 3.1 and 3.2.

1.0 INTRODUCTION

- 1.1 Authorise the payment of all invoices as listed in Appendix 1.
- 1.2 The Council is asked to note the cashbook as reconciled with the bank account as shown at Appendix 2 together with income and expenditure at Appendix 3.

2.0 FINANCIAL POSITION

- 2.1 The bank reconciliation was carried out on 29th June 2023. This shows a balance of £516,678.21. There are payments to the value of £19.10 waiting to be cleared.
- 2.2 The balance in the deposit account is £610,571.03.

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.

06/07/2023

Appendix 1

Invoices for Consideration by Whitehaven Town Council

Date	Supplier	Category	Detail	Total Amount	Power	Column1
25/05/2023	Eden Springs UK Ltd	Supplies & Services	Water Cooler Rental and Environmental Levy for June 2023	£ 9.24		s111 LGA 1972
27/05/2023	Mrs V Gorley	Employees/Allowances	Reimbursement for refuse sacks	£ 2.99		s111 LGA 1972
31/05/2023	Arborscape	3rd Party	Basic pipe repairs at Cartgate Allotment site	£ 132.00		Small Holdings Allotment Act 1908
31/05/2023	Newsquest Media Group	Supplies & Services	Half Page Landscape Advert - In Cumbria	£ 346.80		s144 LGA 1972
07/06/2023	Cumberland Council	3rd Party	Grass Cutting Contract - April 2023	£ 2,147.48		s111 LGA 1972
07/06/2023	Cumberland Council	3rd Party	Grass Cutting Contract - May 2023	£ 2,147.48		s111 LGA 1972
07/06/2023	Cumberland Council	3rd Party	Grass Cutting Contract - June 2023	£ 2,147.48		s111 LGA 1972
07/06/2023	Cumberland Council	3rd Party	Ranger and Assistant Ranger Contract - April 2023	£ 6,300.31		s111 LGA 1972
07/06/2023	Cumberland Council	3rd Party	Ranger and Assistant Ranger Contract - May 2023	£ 6,300.31		s111 LGA 1972
07/06/2023	Cumberland Council	3rd Party	Ranger and Assistant Ranger Contract - June 2023	£ 6,300.31		s111 LGA 1972
07/06/2023	Arborscape	3rd Party	Allotment and Pigeon Loft Maintenance Contract - May 2023	£ 374.40		Small Holdings Allotment Act 1908
08/06/2023	Sharp Business Systems UK PLC	Supplies & Services	Photocopier Charges 21.03.23 - 18.05.23	£ 114.02		s111 LGA 1972
12/06/2023	Amberol Limited	Events	11 x self-watering hanging baskets + delivery	£ 418.78		s144 LGA 1972
15/06/2023	Mrs V Gorley	Events	Re-imbursment for white gravel for Corkickle Badge Bed	£ 34.00		s144 LGA 1972
15/06/2023	Cumberland Council	Premises	Meeting Room Hire - 18.05.2023	£ 84.00		s111 LGA 1972
16/06/2023	Mr C J Hayes	Employees/Allowances	Mileage claim for return journey from Whitehaven to Carlisle Civic Centre	£ 38.26		s111 LGA 1972
22/06/2023	Mrs V Gorley	Events	Re-imbursment for white gravel for Corkickle Badge Bed	£ 51.00		s144 LGA 1972
22/06/2023	Mrs M Jewell	Events	Re-imbursment for white gravel for Corkickle Badge Bed	£ 34.00		s144 LGA 1972
25/06/2023	Eden Springs UK Ltd	Supplies & Services	Water Cooler Rental and Environmental Levy for July 2023	£ 9.24		s111 LGA 1972
26/06/2023	J & R Bennett	Events	Hanging Baskets, Barrier Baskets and 1/2 moon baskets	£ 4,690.80		s144 LGA 1972
26/06/2023	J & R Bennett	Events	Summer Bedding Plants	£ 3,397.50		s144 LGA 1972
26/06/2023	J & R Bennett	Events	Nematode Solutions	£ 56.04		s144 LGA 1972

£ 35,136.44

WHITEHAVEN TOWN COUNCIL

CASH BOOK FROM 1 APRIL 2023

APPENDIX 2

Date	Ref	Payee	Unpresented cheques as of 31.03.23	Employees/ Allowances	Supplies/ Premises Services	3rd Party	Grants	Allotmts	Ground Maint	Civic Hospitality	Ranger/SO	W.I.B	Ward Grants	Elections	Environmental Improvements	Events	Contingencies	Reserves	Net Total	VAT	Total	Min. Ref.	
Unpresented cheques b/fwd from 2022/2023			2869.41																£ 2,869.41		£ 2,869.41	carried f/wd	
1	01.04.2023	1157 Copeland Borough Council			12100.75														£ 12,100.75		£ 12,100.75		
2	06.04.2023	BACS Newsquest Media Group																	£ 289.00	£ 57.80	£ 346.80		
3	06.04.2023	BACS Hensingham ARLFC Youth											1000.00						£ 1,000.00		£ 1,000.00	Ward Grant - 2022/23	
4	06.04.2023	BACS Hensingham ARLFC Youth											750.00						£ 750.00		£ 750.00	Ward Grant - 2022/23	
5	12.04.2023	DD Water Plus						64.51											£ 64.51		£ 64.51	Contract	
	14.04.2023	BACS Staff		5294.59															£ 5,294.59		£ 5,294.59	2162/22	
	14.04.2023	BACS HMRC		2112.52															£ 2,112.52		£ 2,112.52	HMRC	
	14.04.2022	BACS Cumbria LGPS		752.33															£ 752.33		£ 752.33	6317/17 (ii)	
6	14.04.2022	BACS npower Business Solutions				570.34													£ 570.34	£ 28.52	£ 598.86		
7	14.04.2022	BACS Mr D Horner										500.00							£ 500.00		£ 500.00		
8	17.04.2023	DD Crown Gas & Power			332.68														£ 332.68	£ 66.53	£ 399.21	Contract	
9	19.04.2023	DD BT Group				129.15													£ 129.15	£ 25.83	£ 154.98	Contract	
10	22.04.2023	DD Water Plus						12.27											£ 12.27		£ 12.27	Contract	
11	22.04.2023	DD Water Plus			41.77														£ 41.77	£ 1.41	£ 43.18	Contract	
12	28.04.2023	BACS Eden Springs UK Limited				7.70													£ 7.70	£ 1.54	£ 9.24		
13	28.04.2023	BACS POD (North West) Ltd														15.00			£ 15.00	£ 3.00	£ 18.00		
14	28.04.2023	BACS Derwent Recycling Services Ltd						300.00											£ 300.00	£ 60.00	£ 360.00		
15	28.04.2023	BACS Derwent Recycling Services Ltd						300.00											£ 300.00	£ 60.00	£ 360.00		
16	28.04.2023	BACS Mrs V Gorley		4.49															£ 4.49		£ 4.49		
17	28.04.2023	BACS CALC			2005.98														£ 2,005.98		£ 2,005.98		
18	28.04.2023	BACS Copeland Borough Council			70.00														£ 70.00	£ 14.00	£ 84.00		
19	28.04.2023	BACS POD (North West) Ltd														1000.00			£ 1,000.00	£ 200.00	£ 1,200.00		
20	28.04.2023	BACS Sharp Business Systems UK Plc				52.98													£ 52.98	£ 10.60	£ 63.58		
21	28.04.2023	BACS Mrs M Jewell		18.50															£ 18.50		£ 18.50		
22	28.04.2023	BACS Thomas Graham & Sons Limited										59.57							£ 59.57	£ 11.91	£ 71.48		
23	28.04.2023	BACS Mrs V Gorley		2.48															£ 2.48		£ 2.48		
24	28.04.2023	BACS npower Business Solutions				2013.41													£ 2,013.41	£ 100.67	£ 2,114.08		
25	28.04.2023	BACS Mrs M Jewell														5.60			£ 5.60		£ 5.60		
26	28.04.2023	BACS The Solway Hall			120.00														£ 120.00	£ 24.00	£ 144.00		
27	28.04.2023	BACS Mrs M Jewell																	£ 100.00		£ 100.00		
28	28.04.2023	BACS Mrs V Gorley																	£ 100.00		£ 100.00		
29	28.04.2023	BACS Mr C Maudling		195.40															£ 195.40		£ 195.40		
30	28.04.2023	BACS Whitehaven Heritage Action Group											1000.00						£ 1,000.00		£ 1,000.00		
31	28.04.2023	BACS Viking			49.85														£ 49.85	£ 9.97	£ 59.82		
<u>May-2023</u>																							
32	02.05.2023	BACS Zurich Municipal			3497.69														£ 3,497.69		£ 3,497.69	Contract	
33	15.05.2023	DD Crown Gas & Power			265.78														£ 265.78	£ 53.16	£ 318.94	Contract	
	15.05.2023	BACS Cumbria LGPS		752.33															£ 752.33		£ 752.33	6317/17 (ii)	
	15.05.2023	BACS HMRC		2112.93															£ 2,112.93		£ 2,112.93	HMRC	
	15.05.2023	BACS Staff		5294.18															£ 5,294.18		£ 5,294.18	2162/22	
34	19.05.2023	DD BT Group			132.91														£ 132.91	£ 26.58	£ 159.49		
35	23.05.2023	DD Water Plus			42.63														£ 42.63	£ 1.68	£ 44.31		
36	23.05.2023	DD Water Plus						14.10											£ 14.10		£ 14.10		
37	31.05.2023	BACS Whitehaven Community Trust					1000.00												£ 1,000.00		£ 1,000.00	Grant	
38	31.05.2023	BACS Mrs M Jewell																	£ 100.00		£ 100.00		
39	31.05.2023	BACS Derwent Recycling Services Ltd						300.00											£ 300.00	£ 60.00	£ 360.00		
40	31.05.2023	BACS Derwent Recycling Services Ltd						300.00											£ 300.00	£ 60.00	£ 360.00		
41	31.05.2023	BACS Newsquest Media Group			450.00														£ 450.00	£ 90.00	£ 540.00		
42	31.05.2023	BACS Arborscape						312.00											£ 312.00	£ 62.40	£ 374.40		
43	31.05.2023	BACS Mrs V Gorley			10.50														£ 10.50		£ 10.50		
44	31.05.2023	BACS Sharp Business Systems UK Plc			25.00														£ 25.00	£ 5.00	£ 30.00		
45	31.05.2023	BACS Rachael Kelly Bookkeeping Services			250.00														£ 250.00		£ 250.00		
46	31.05.2023	BACS Market Place (Europe) Ltd														480.00			£ 480.00	£ 96.00	£ 576.00		
47	31.05.2023	BACS Mrs V Gorley			5.80														£ 5.80		£ 5.80		
48	31.05.2023	BACS Mr C Maudling		110.00															£ 110.00		£ 110.00		
49	31.05.2023	BACS Messrs K R Wilson & Sons T/A Cumbria Loos																	£ 349.00	£ 69.80	£ 418.80		
50	31.05.2023	BACS Cumbria Media			314.00														£ 314.00		£ 314.00		
51	31.05.2023	BACS Carlisle City Fire Protection			120.00														£ 120.00	£ 24.00	£ 144.00		
52	31.05.2023	BACS Starboard Systems Limited T/A Scribe Accounts			1994.00														£ 1,994.00	£ 398.80	£ 2,392.80		
<u>June-2023</u>																							
53	05.06.2023	DD TV Licensing			159.00														£ 159.00		£ 159.00		
	15.06.2023	BACS Staff		5294.18															£ 5,294.18		£ 5,294.18		
	15.06.2023	BACS HMRC		2112.93															£ 2,112.93		£ 2,112.93		
	15.06.2023	BACS Cumbria LGPS		752.33															£ 752.33		£ 752.33		
54	16.06.2023	DD Crown Gas & Power			116.63														£ 116.63	£ 5.83	£ 122.46	Contract	
55	16.06.2023	BACS Beck Bottom Community Garden Group											1029.00						£ 1,029.00		£ 1,029.00		
56	19.06.2023	DD BT Group			134.94														£ 134.94	£ 26.99	£ 161.93	Contract	
			2869.41	24809.19	13686.94	8742.80	2583.75	1000.00	1602.88	0.00	0.00	0.00	59.57	3779.00	0.00	0.00	2438.60	0.00	0.00	£ 62,072.14	£ 1,656.02	£ 63,728.16	

INCOME 2023-2024

Date	Item	Precept	Interest	Other
03.04.2023	Allotment Rents 2023/24			3520.00
06.04.2023	HMRC - VAT Refund (March 2023)			3012.02
17.04.2023	Allotment Rents 2023/24			820.00
27.04.2023	Allotment Rents 2023/24			200.00
28.04.2023	Precept 2023/2024	495901.48		
10.05.2023	Allotment Rents 2023/24			120.00
11.05.2023	HMRC - VAT Refund (April 2023)			744.28
06.06.2023	HMRC - VAT Refund (May 2023)			885.02
06.06.2023	Allotment Rents 2023/24			73.00

495901.48	0.00	9374.32	505275.80
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**WHITEHAVEN TOWN COUNCIL
SUMMARISED INCOME & EXPENDITURE STATEMENT
FINANCIAL YEAR 2023-2024**

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

BANK BALANCES BROUGHT FORWARD

CBS 53905917 (01.04.2023)	225,111.47
CBS 53906216 (01.04.2023)	460,571.03
TOTAL OPENING BALANCE	£ 685,682.50

INCOME:

Precept	495,901.48
Interest (Deposit)	
Other Income	9,374.32
TOTAL INCOME	£ 505,275.80

EXPENDITURE

Unpresented cheques b/fwd from 2022/2023	2869.41
Employees & Allowances	24809.19
Premises	13686.94
Supplies/Services	8742.80
3rd Party	2583.75
Grants	1000.00
Allotments	1602.88
Ground Maintenance	0.00
Civic Hospitality	0.00
Ranger	0.00
Whitehaven In Bloom	59.57
Ward Grants	3779.00
Elections	0.00
Environmental Improvements	0.00
Events	2438.60
Contingencies	0.00
Reserves	0.00
VAT (to be reclaimed)	1656.02
TOTAL EXPENDITURE	£ 63,728.16

CASH BOOK BALANCE

Brought forward	£ 685,682.50
Income	£ 505,275.80
Expenditure	£ 63,728.16
Town Council Funds	£ 1,127,230.14

BANK BALANCES

CBS 53905917 (29/06/2023)	516,678.21
CBS 53906216 (29/06/2023)	610,571.03
	£ 1,127,249.24

Less Unpresented Cheques 19.10

FINANCIAL POSITION

£ 1,127,230.14

QUOTE FOR THE ERECTION, REPAIR, MAINTENANCE AND DISMANTLING OF CHRISTMAS LIGHTS 2023

Purpose of the Report and Recommendation

To inform Members of a quote received for the erection, maintenance dismantling and repair of the Christmas Lights for 2023/2024 and to consider whether to suspend Financial Regulations in order that the quote be accepted and to consider the risks and recommendations at 2.1.

1.0 INTRODUCTION

- 1.1 Attached at Appendix 1 is a quote for the erection, maintenance, dismantling and repair of the Christmas Lights for 2023/2024 from Cumbria County Council Highways Lighting Department. The quote is for £24,400.00 + VAT. For the past 5 years, CCC has not increased their price.
- 1.2 The lights are currently stored at the Whitehaven Civic Hall. CCC Highways Lighting Department has erected, maintained, dismantled and repaired the Christmas lights for the past few years.

In order for the lights to be erected, maintained, dismantled and repaired by the Council's preferred supplier the Council will have to consider suspending Financial Regulation 11 to permit this. In order to suspend Financial Regulation 11, Financial Regulation 18 states that "The Council may by resolution of the Council duly notified prior to the relevant meeting of Council, suspend any part of these Financial Regulations provided that reasons for the suspension are recorded and that an assessment of the risks arising has been drawn up and presented in advance to members of the Council".

1.3 The reasons for suspension are as follows:

- CCC is a trusted and efficient contractor;
- It is a value for money, quality service;
- All faults reported are rectified as soon as possible – usually if reported during a working day they are repaired that day and certainly within 24 hours;
- All required highway permissions to carry out works on the highway are submitted by CCC on the Council's behalf;
- CCC has insurance, risk assessments and method statements for all work carried out using trained operatives;
- CCC has all necessary machinery and equipment to carry out the work;
- CCC erects and dismantles the Christmas lights during early morning at weekends so as to cause minimal disturbance to traffic;
- CCC completes the seasonal illuminations inventory unmetered supplies giving the location, type of lighting, number of hours in use, total number of lamps and the wattage per lamp and switch on and switch off date for submission to Electricity North West so that electricity charges can be calculated.

Risks:

- There is a risk that the work could be done cheaper by another contractor but it is a very small risk. CCC has not increased its charges for the past 4 years.

2.0 RECOMMENDATION

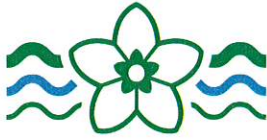
- 3.1 It is recommended that the Council considers making a resolution to suspend the Financial Regulation 11 to allow CCC to erect, maintain, dismantle and repair the Christmas lights and if making the resolution
- 3.2 In accordance with Financial Regulation 18, agree to the reasons for the suspension which will be recorded and also that the assessment above of the risks provided be accepted

and approved, so that CCC can undertake the work at a cost of £24,400.00 + VAT.

WTC 06/07/2023

AGENDA ITEM 8

APPENDIX 1.



**Cumberland
Council**

**Highways Depot
Joseph Noble Road Lillyhall
Workington
Cumbria CA14 4JH
0300 373 3736
cumberland.gov.uk**

Date : 21st June 2023

Your reference

Our reference: BH/13

Dear Marlene

QUOTATION FOR WORKS REQUESTED

Install and Maintenance + Removal of Christmas lighting Whitehaven

Thank you for your enquiry

Please find enclosed a quotation to Install and Maintenance + Removal of Christmas lighting Whitehaven £24,400.00.

CCC Will have a 24 hour call outs to be charged at time + 15%.

All Materials to be charged at cost + 15%.

This dose not include VAT on any costs.

All fixings and wires will be visually checked on installation of the lights and Cumberland Council can not be held responsible if they fail or break.

This quotation is valid from 21st June 2023 for three months, if the work is not requested within this timescale another quote must be sought prior to works commencing.

If I can be of any further assistance, please do not hesitate to contact me.

Yours sincerely

BRHolmes

Brian Holmes
Road Lighting Supervisor
D 01946 506550

WINTER BEDDING PLANTS

Purpose of the Report and Recommendation

To inform Members of a quote received for Winter planting 2023 in Whitehaven and to consider whether to suspend Financial Regulations in order that the quote be accepted.

1.0 INTRODUCTION

- 1.1 Attached at Appendix 1 is a quote for the provision of flowers for the Winter season from the Council's preferred supplier. The quote is to supply the flowers for 10 planter bases, 24 barrels, 12 cast iron planters, 5 aluminium planters, 5 plastic planters, Trinity bed, Pelican bed, Corkickle badge bed, Hensingham Ship and Wilkinson's window boxes.
- 1.2 In order to purchase flowers from the Council's preferred supplier the Council will have to consider suspending Financial Regulation 11 to permit this. In order to suspend Financial Regulation 11, Financial Regulation 18 states that "The Council may by resolution of the Council duly notified prior to the relevant meeting of Council, suspend any part of these Financial Regulations provided that reasons for the suspension are recorded and that an assessment of the risks arising has been drawn up and presented in advance to members of the Council".
- 1.3 The reasons for suspension are as follows:
 - It is a value for money service;
 - It is a quality service – the Council is constantly asked who provides the flowers;
 - The preferred supplier is very community orientated, has pride in the flowers they provide and even helps with the planting of them in town.

Risks:

- There is a risk that the flowers could be obtained cheaper by another supplier but this is a very small risk as the cost per plant is very low and the quality is very high.

2.0 BUDGET IMPLICATIONS

2.1 The 2023/2024 Budget for Whitehaven in Bloom is £12,000.00.

3.0 RECOMMENDATION

3.1 It is recommended that the Council considers making a resolution to suspend the Financial Regulation 11 to allow the flowers to be purchased from the preferred supplier and if making the resolution

3.2 Agree to the reasons for the suspension which will be recorded and also that the assessment above of the risks provided be accepted and approved.

WTC 06/07/2023
 Agenda Item 9
 Appendix 1.

QUOTE
~~INVOICE~~ 4757

J. & R.
 BENNETT

Date 27/6/23
 To WHITEHAVEN TOWN
COUNCIL

BROOK HOUSE
 DISTINGTON
 WORKINGTON
 CUMBRIA CA14 5YA
 Telephone (01946) 834140
 Mobile 07512 353 137

VAT Reg. No. 257 0383 59
 EEC Plant Passport No. UK/EW 101510

259	x 2L WALLFLOWER	21-10	284	90
335	x 4PK POLYANTHUS	21-20	402	00
483	x 6PK BELLS	21-25	604	00
163	x 6PK MYOSOTIS	21-25	200	75
82	x 6PK VIOLA	21-25	100	50
600	MYACINTH		240	00
1,000	TETE-TETE		125	00
3,000	TULIPS		375	00
1	BAG COMPOST		140	00
			2,472	15
		VAT @ 20%		
		TOTAL		

MEMBERSHIP OF THE RURAL MARKET TOWNS GROUP

Purpose of the Report and Recommendation

To consider a report on joining the Rural Market Towns Group and to make a decision as to whether or not to join.

1.0 INTRODUCTION

- 1.1 In 2022 the Rural Services Network asked if we wished to take out a period of free membership of The Rural Market Towns Group. As there was no fee involved the Clerk agreed to this.
- 1.2 The period of free membership ended at the end of April 2023 and the Rural Services Network has now asked if the Council wishes to take out full membership for the remainder of financial year 2023/24 at a cost of £121.82 plus VAT.
- 1.3 Some of the services delivered to rural towns are as follows
 - Weekly bulletins highlighting news
 - Monthly funding digest sharing key funds and grants available
 - Dedicated Market Town Newsletter 6 times a year
 - Free access to seminar programmes of 8 events a year
 - Dedicated meetings on zoomFurther examples of the services provided are shown at Appendix
- 1.4 At present there are 219 members of the Rural Market Towns Group and in Cumbria the members are Penrith Town Council, Cleator Moor Town Council, Keswick Town Council, Kirkby Lonsdale Town Council, Appleby in

Westmoreland Town Council, and Dalton with Newton Town Council.

2.0 RECOMMENDATION

- 2.1 That the Council consider the report and the information given at Appendix 1 and decides whether or not to take out membership of The Rural Market Towns Group at a cost of £121.82 plus VAT for the remainder of 2023/24.

Whitehaven Town Council

From: admin <admin@sparse.gov.uk>
Sent: 15 June 2022 15:49
To: Whitehaven Town Council
Subject: The Rural Market Towns Group - Free Membership Offer

Dear Marlene,

As clerk of Whitehaven one of England's historic Market Towns we know that you and your Council have a vital role to play in enabling the communities you serve and support to not only survive, but to thrive during these increasingly uncertain times.

The Rural Market Towns Group (RMTG) can help you to deliver improved outcomes for your communities through shared collective pressure and learning from others in membership.

Membership of the Group is FREE until the end of October 2022, with no obligation beyond that time. We urge you to join us today. The sooner you join, the longer your period of free membership!

Current membership rates should you decide to commit to us in November for NALC Members is as follows:

- Towns and parishes below 5,000 population - £95 per annum
- Towns and parishes at 5,000 up to 10,000 - £113 per annum
- Towns and parishes at and above 10,000 population - £130 per annum

(VAT is payable)

Please click here to view the Rural Market Town Group leaflet which sets out more information about the group.

Rural Market Towns are not afforded equal access to services and opportunities that are provided to your urban counterparts. It is more important than ever that as a collective-group Rural Market Towns are given a voice into Central Government.

If we are to increase opportunities for funding, influence policy decisions and shine a light on the impact that our Rural Market Towns have on our country's economic prosperity and quality of life, we need to combine the voices of Rural Market Towns across England and play that voice into Central Government.

The work of the RMTG is supported by NALC. It is part of the Rural Services Network who have a successful track record in influencing Government policy decisions and fairer funding for rural areas, which demonstrates how a collective voice can improve outcomes and create impact.

The RMTG will provide you with resources, connections, rural knowledge, and experience, that enables the representation of your Town to inform policy and generate improved outcomes for your residents and business communities.

Membership is simple and you can engage as little or as much as time and resources allow, whilst we ensure that you get the best value from the work we undertake for the Group, essentially providing you with valuable additional resources and tools.

Join the Rural Market Towns Group today and help us to raise up your voice. To join on the basis of this free no obligation offer just email us back stating you would like to take up the free membership offered and we will be in touch.

Rural Market Towns Group - Working together for a brighter tomorrow.

Kind regards,
David

David Inman
Corporate Director
Rural Services Network
Twitter @RSOnline
Tel: 01822 851 370

The Rural Services Network seeks to provide a voice for rural communities by representing rural services, networking between rural service organisations and establishing and broadcasting best practice in rural service provision. It comprises SPARSE Rural, the Rural Assembly, the wider Rural Services Partnership and the Rural Market Town Group. The organisation works with Rural England, a stand-alone CIC research group.

The Rural Services Partnership Limited is a registered company (0696 0646) in England & Wales.

Whitehaven Town Council

From: David Inman <david.inman@sparse.gov.uk>
Sent: 05 June 2023 11:41
To: Whitehaven Town Council
Subject: Rural/Market Town Group - Whitehaven T.C.

Hi Marlene,

Further to my e mails below we just thought your Council might be interested in the outcome of our recent cross rural parish/town survey. We understand from Vanessa in the office that Council is due to meet on the 6th July.?

This recent survey was the largest we have undertaken involved 6,000 rural people living in rural towns, villages and countryside <https://www.rsnonline.org.uk/rural-households-left-feeling-isolated-by-the-cost-of-living-crisis>

and the outcomes are very clear indeed. Please open the link and glance through the outcomes. They are however not an easy read, and we must all pull together.

Rural towns, rural communities and rural residents are struggling and warrant and deserve more consideration and thought but that won't happen unless we work together in the rural parish interest, and we make clear asks of government, with clear indications of support for those asks.

The first people we need to convince is ourselves. Rural people can be over resilient, instinctively tolerant, and inward focused to a fault!. We now need to network together and jointly present the case of rural dwellers or we will suffer still further.. We need to work closer together. We can't and won't be taken notice of if our rural isolation continues in matters where we need to be seen together.

Here is the current group.

<https://rsnonline.org.uk/the-members-of-the-rural-market-town-group>

Here are the services we provide:-

<https://rsnonline.org.uk/images/rural-market-towns-group/rmtg-service-agreement.pdf>

Your free membership now comes to an end, but we need you to decide to stay alongside us. If you have not already done that, please can you commit to joining formally at your meeting on the 6th July?

I appreciate you are all very busy people and some of our material may slide over the top in the busyness of the day, but it is essential we all pull together now.

Please drop us a line or give us a ring saying, Whitehaven will back us. Thanks for your help and we hope your continued support.

Kindest regards,

David

Kindest regards,

David

David Inman
Consultant to the Rural Services Network
Twitter @RSNonline
Email: david.inman@sparse.gov.uk
Mob: 07792 106 133

The Rural Services Network seeks to provide a voice for rural communities by representing rural services, networking between rural service organisations and establishing and broadcasting best practice in rural service provision. It comprises SPARSE Rural, the Rural Assembly, the wider Rural Services Partnership and through local council groups, the Rural /Market Town Group and the Rural Village Services Group. The organisation works with Rural England, a stand-alone CIC research group.

The Rural Services Partnership Limited is a registered company (0696 0646) in England & Wales.

From: David Inman
Sent: Wednesday, April 26, 2023 9:57 AM
To: Whitehaven Town Council <Clerk@whitehaventowncouncil.co.uk>
Subject: RE: Rural/Market Town Group - Whitehaven T.C.

Sounds good, thank you Marlene.

From: Whitehaven Town Council <Clerk@whitehaventowncouncil.co.uk>
Sent: Wednesday, April 26, 2023 9:56 AM
To: David Inman <david.inman@sparse.gov.uk>
Subject: RE: Rural/Market Town Group - Whitehaven T.C.

Hello David

Thank you for that. The first normal Council Meeting will be either the end of May or sometime in June.

I will keep you informed.

Regards

Marlene

From: David Inman <david.inman@sparse.gov.uk>
Sent: Wednesday, April 26, 2023 9:52 AM
To: Whitehaven Town Council <Clerk@whitehaventowncouncil.co.uk>
Subject: Rural/Market Town Group - Whitehaven T.C.

Dear Marlene,

Just chasing up on our e mail of 10th of March below which you replied to telling us you were taking the matter to your new Council in May. We thought it might be helpful to drop you this line updating on our

current service and detailing the present problems from the rural and rural town financial perspective. Hope this helps when it goes before your Council.

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We do hope Whitehaven can remain and work with us.

We look forward to hearing from you after your meeting..

Kindest Regards,

David

David Inman
Director
Rural Services Network
Twitter @RSNonline
Email: david.inman@sparse.gov.uk
Mob: 07792 106 133

The Rural Services Network seeks to provide a voice for rural communities by representing rural services, networking between rural service organisations and establishing and broadcasting best practice in rural service provision. It comprises SPARSE Rural, the Rural Assembly, the wider Rural Services Partnership and the Rural Market Town Group. The organisation works with Rural England, a stand-alone CIC research group.

The Rural Services Partnership Limited is a registered company (0696 0646) in England & Wales.

From: David Inman
Sent: Friday, March 10, 2023 1:57 PM
To: clerk@whitehaventowncouncil.co.uk
Subject: Rural/Market Town Group - Whitehaven T.C.

Dear Marlene,

Whitehaven Town Council took free membership of the Rural Market Towns Group in 2022 and are now approaching the six-month+ period of that free membership to establish working experience of the group. The free period runs to the end of April, but it would be good if you could consult your Council and tell us after your April or May meeting whether you are able to remain with us on a normal subscription basis. To remain with us onward for the remainder of the financial year 23/24 your subscription would for that year be £121.82 + normally recoverable VAT. Subscriptions are our sole source of operating income.

We are strictly non political. RSN themselves are a Special Interest Group of the LGA specialising on rural services and the RMTG are one of the Groupings we run to ensure the rural voice is represented from all angles. We attach statistics showing the direct comparison between rural areas, including their towns, and the urban areas of England. They demonstrate the current problem.

We have the following five goals at the heart of running the Rural/Market Town Group:-

~ To bring together 400 rural towns from across England to work together to argue that their historic townships spun across the whole country should receive greater national recognition; allowing them, at the very spine of England, to be properly recognised as important elements in both their local area and of the national economy.

~ To seek to tackle the inequitable system relating to government grants. Under the present systems operating in England, normally people living in most rural towns receive markedly less financial grant assistance per head of population for service support from government than in the rest of the country in terms of grant to their principal councils to assist their services; whilst most rural towns under the current system local councils are not eligible for grant assistance through the Towns Fund and their like. Accordingly, people in rural areas and their councils are doubly penalised. These anomalies need to be significantly reviewed. Currently **every individual rural resident receives back in grant support over £110 a year less** than their urban equivalent. That's over **£250 less for each household in your town**. You can therefore establish for yourselves the likely service consequence in relation to your town. That in overall rural economic terms, produces a very significant variation as to what can happen in urban areas and what can't happen in rural areas. It is essential we continue to press governments in relation to this critical grant imbalance. The numbers of councils in membership in the groups representing rural concern are totally key here, thus our 400 Rural Town target.

~ That there should be stronger recognition of the unique needs of older people and younger people living in rural areas and in rural towns where services affecting both groups are being incrementally reduced.

~ That the rural economy should be given specific focus as an important element of the national economy instead of simply being considered a side component.

~ to allow surveys to be undertaken which allow local councillors to have collectively their say on national issues as they see them affecting them.

We must clearly demonstrate to government that rural areas and their towns cannot continue to be ignored as has increasingly been happened. Rural area and rural towns must however come together and work together nationally if we are show ourselves and to be listened to. **100 Principal Councils in RSN and 400 Towns in RMTG would, we feel, demonstrate that depth of feeling existing in both rural areas and rural towns. It is an essential pre-cursor to going forward. We must work together.**

As well as the benefits from this cohesive work, for your subscription we will provide through our services to your councillors:- the opportunity for free attendance at eight virtual topic seminars a year providing the rural perspective; a weekly rural bulletin, a monthly publications on grant opportunities, and a bimestrial round up of market town news: together with the five-day National Rural Conference each September. We are determined to provide you with service value for your subscription.

The amount we look for from local councils is kept relatively small. We are the only group who solely argue the rural area and the rural town case.

We are obviously very keen for the 100 or so new towns who have joined us over the last year on free trial to all remain with us to support and work with fellow rural towns from across the country. Together we can go forward. Rural people across England require deserve better services than they currently are being given.

We do hope we can continue working for and with you.

Kindest regards,

David

David Inman

Director

Rural Services Network

Twitter @RSNOnline

Email: david.inman@sparse.gov.uk

Mob: 07792 106 133 (Best number to currently reach me on)

Tel: 01822 851 370

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From: David Inman

Sent: Monday, November 14, 2022 11:20 AM

To: clerk@whitehaventowncouncil.co.uk

Subject: Rural/Market Town Group - Whitehaven T.C.

Dear Marlene,

Thanks for the chat last week.

We are grateful to the Council for agreeing to the Parish Council coming on board on trial with the Rural Market Towns Group. I confirm this is a free trial without any form of commitment longer term. We will ask the Council in March 2023 about continuance in a role involving a small subscription.

Here is a link to our introduction survey. It ticks the box for us re the GDPR legislation and gives us some useful base information to work from. I would be grateful if this could be completed when there is a chance.

Rural/Market Town Group Member Survey

We send out a Market Towns Round Up every second month across our membership. Here is a link to recent distributions. <https://mailchi.mp/rsnonline/rural-market-town-group-roundup-august-2022> and <https://mailchi.mp/rsnonline/rural-market-town-group-roundup-october-2022> We do seek to give useful information through these. There will be a further issue of this in December.

We also attach a link to the form of Funding Digest RSN, in whose Grouping RMTG is. We issue this every month <https://mailchi.mp/rsnonline/rsn-rural-funding-digest-october-2022> This has proved very popular with all RSN members. It is important to Towns and the Larger Market Parish Councils as it provided details of funding opportunities and about government consultations.

We very much look forward to working with you all at Whitehaven T C..

Any queries do give me a ring.

Kindest regards,

David

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Email: david.inman@sparse.gov.uk
Mob: 07792 106 133

Whitehaven Town Council

From: David Inman <david.inman@sparse.gov.uk>
Sent: 26 April 2023 09:52
To: Whitehaven Town Council
Subject: Rural/Market Town Group - Whitehaven T.C.
Attachments: Fair Funding summary 2023.pdf

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RSN working with **nalc** in support of Rural Market Towns

THE SERVICES WE WILL PROVIDE:

Information & Involvement

- **A Weekly Rural RSN Bulletin** which includes Rural News, Economic Profiling, Spotlights on Economy & Housing, Hinterland, Week in Parliament – Politics Roundup and more.
- **A Monthly RSN Funding Digest & Government Consultations** – with funding and grant opportunities, along with relevant Government Consultations related to rural areas.
- **A Rural/Market Town Group (RMTG) Newsletter** – specific newsletter every other month ('Market Town Round Up') highlighting latest relevant policy developments, showcasing useful member good practice examples, net zero information, and signposting members to relevant initiatives and funding opportunities.
- **Involvement in the RSN Consultation Programme** – this includes responding to Government Consultations, White Papers, Calls for Evidence and Select Committee Inquiries. In addition, the Group will help to develop the rural voice at a national level to ensure rural are properly represented. This would be in the form of our own surveys, calls for evidence and case studies. Some surveys will be on the most important topics that were highlighted by RMTG. (Various times throughout the year.)
- **Information will be provided to the RMTG about the RSN Fair Funding Campaign and the implications for rural service delivery.**
- **Engagement and involvement in RSN Campaigns.**
- **A group logo for the RMTG so that you can promote your RMTG membership on your own website.**

RMTG Meetings and Joint Working

- **RMTG Elected Councillor Meetings** – There will be a meeting for RMTG elected representatives twice a year, dedicated for best practice sharing, networking, and group discussions on most relevant rural topics. The Clerks Advisory Panel will also be invited to the Autumn meeting.
- **RMTG Clerks Advisory Panel Meeting** – once a year a meeting for RMTG clerks dedicated for best practice sharing, networking, and group discussions on most relevant rural topics. Meetings of the **RMTG Officer Steering Group** will occur as required or requested and we will aim to widen the geographical representation of this group.
- **Free Access to the full annual RSN Seminar Programme.** We run 8 seminars throughout the year and access is open to any Councillor Member - not just the nominated member. (There is a maximum of two bookings per Town or Parish Council)
- Members of the RMTG will be able to purchase discounted access to sessions at the **National Rural Conference** subject to places being available.
- **Information Exchange** – A dedicated RMTG Facebook group is available to facilitate information exchange between member organisations.

Town Promotion

- Promotion to relevant national organisations and policy makers of the importance of members Market and Rural Towns. Their history, their traditions, their markets, and their facilities are important features of the rural economies.
- Support an increased national profile of market towns.
- Work to persuade government that Market Towns are hub centres that provide key services to a wide rural hinterland area and therefore towns in rural areas should not be discounted from being eligible for specific funding pots because of their size.
- Link to your Town or Parish Council website through your logo on the RMTG area of the RSN website.

Services Focused on Vulnerable People

- We would like the organisations of the RMTG to nominate a Councillor or staff member with a particular interest in the following topics, ideally a different contact for both. We would contact this person to consult specifically on that subject matter to support national campaigning.
 - Young People
 - Older People

Economic Development

- **Facilitating Member Networking on a National Economic Level** – through more joint working, networking with the goal of tackling most relevant rural challenges, seeking solutions and improvement.
- **Working with the National Innovation Centre for Rural Enterprise (NICRE).** Annually the Centre will address Councillor Representatives about their work. This session will include exploring whether the RMTG can contribute to work and research of the National Centre.
- **Area Profiles** – an Area Profile of your Principal County/Unitary Council issued once a year setting out key statistics in relation to the rural area. This will help to give the overall picture of their local area to help plan services and understand local issues.
- Encourage Government to collect statistics at the most appropriate level so that rural disadvantage is not hidden.

Good Practice

- **RMTG Good Practice** – collecting, signposting, and informing members on good practice, relevant learning material on key policy areas, delivery challenges and opportunities for rural/market towns. We will operate an Information Exchange to allow members to do this across a series of areas.

REQUEST TO INSTALL A POLYTUNNEL ON AN ALLOTMENT PLOT

Purpose of the Report

To inform Members of a request received from a tenant to install a polytunnel on an Allotment plot and the recommendations from the Allotment Advisory Group.

1.0 INTRODUCTION

- 1.1 A request has been received from a tenant to install a polytunnel measuring 4.5mtrs (l) x 2mtrs (w) x 2mtrs (h). These measurements are within the permitted dimensions allowed for a polytunnel.
- 1.2 An e-mail detailing the request was sent to the Councillors on the Allotment Advisory Group on 27th June 2023 and 3 Councillors responded to say that they approved the request.

2.0 RECOMMENDATIONS

Members to approve the recommendation at 1.2.

**QUOTE RECEIVED FOR THE PURCHASE OF 10 FOLDING
EVENT TABLES**

Purpose of the Report

To inform Members of quotes received from suppliers for the purchase of 10 Folding Event Tables for use at future Town Council events.

1.0 INTRODUCTION

- 1.1 Whitehaven Town Council have been hosting Cumbria Traders Markets since 2019.
- 1.2 The Council currently own 25 tables, but have been reliant on the support of Cumberland Council for the loan of additional tables.
- 1.3 The tables provided by Cumberland Council are now showing signs of substantial fare wear and tear.
- 1.4 Quotes have been sought from 3 suppliers for 10 x 6ft white folding event tables. These would be stored at the Town Council offices with the other tables that we currently own. The quotes received are:
 - Supplier A - £429.90 + VAT
 - Supplier B - £453.00 + VAT
 - Supplier C - £378.71 + VAT

2.0 RECOMMENDATION

- 2.1 That the Council considers purchasing 10 x 6ft white folding event tables and which supplier to purchase them from.