WHITEHAVEN TOWN COUNCIL

**Clerk and Responsible Financial Officer:** Marlene Jewell

Telephone: 01946 67366

**Chairman:** Councillor Chris Hayes

To: **Members of Whitehaven Town Council**

You are duly **SUMMONED** to attend a **MEETING ofWIDTEHAVEN TOWN COUNCIL** which will be held in **THE BEACON PORTAL** at **THE BEACON, WHITEHAVEN** on **THURSDAY 27th January 2022** at **6:00pm**

Signed.. - --- Dated.. . t:\_2D2 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.

1. **Public Participation**
2. **Minutes of the Council Meeting held on 2nd December 2021**
3. **Planning Applications**
4. **Finance Report**
5. **Approval of Setting of Budget and Precept for 2022/23**
6. **Recommendations of Events Advisory Group**
7. **Recommendations of Allotments Advisory Group**

2..,.



1. **Recommendations from Steering Group on Office Accommodation** - **To Follow**
2. **Christmas Lights Infrastructure**
3. **Christmas Lights Upgrade**
4. **Quotes received for Johnson House Defibrillator**
5. **Attendance at Council Meetings**
6. **Councillor Ward Matters**
7. **Date and Time and Venue 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.

1. **Application for Grant-TTTWCWOW**
2. **Application for Grant** - **WCT**



**WHITEHAVEN TOWN COUNCIL**

**Minutes of the Council Meeting held on 2nd December 2021**

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

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

Member of the Public

**1909/21 Apologies for Absence**

Apologies for absence were received as follows

Councillor C Arrighi Councillor C Walmsley Councillor J Carr Councillor G Dinsdale

Work Commitment Work Commitment Ill

It was agreed that the apologies be noted and accepted.

**1910/21 Declarations of Interest**

Councillor C Maudling declared an interest in Item 5 as he was a member of CBC's Planning Panel

Councillor J Rayson declared an interest in Item 11 relating to the Allotments

and Pigeon Loft Contract and in Item 16 relating to the purchase of black liner as she was an allotment holder

**1911/21 Public Participation**

There was no public participation

**1912/21 Minutes of the Meeting held on 4th November 2021**

It was proposed by Councillor Gill and seconded by Councillor Roberts that the Minutes of the Meeting held on 4th November 2021 be approved and

P es

signed by the Chairman as a correct record. A vote was held and 6 Councillors voted for the proposal and 2 Councillors abstained.

**RESOLVED** -That the Minutes of the Meeting held on 4th November 2021 be approved and signed by the Chairman as a correct record.

## 1913/21 Planning Applications

The Council considered a report on Planning Applications received and shown at Appendix 1.

Councillor Rayson referred to developments on Cleator Moor Road and was concerned about the traffic around that area as it was right opposite the school junction and also the infrastructure and asked that this be noted.

Councillor O'Kane expressed concern by saying that what we have here is more developments up that end of town. He said he had no objections to the developments anywhere near the top of Hensingham or Harras but what concerned him was that these developments were going on on a piecemeal

basis and the developments were underpinned by possible 300 houses going up around the two main school areas which is already under severe pressure and his concern was how is it we get joined up thinking between the planners who are talking about these houses, the roads in that area and the services in that area.

How is it that we are going to see quite a large-scale development in that area and all these applications are coming in on a piecemeal basis and before you know it all these potential I 000 houses will be developed and the infrastructure will not be adequate at all. The Cleator Moor Road is one of the busiest in the area and there will be 70 houses on Hensingham, 370 on the top of Harras Moor,

110 opposite that and the potential down the bottom of Harras for another 50- 100 houses and potentially in Moresby there is going to be another 100 applied for.

He said that end of Whitehaven was under siege for development and something

has to be done to look at the services relating to those development and that the Council should be looking after the area up there to make sure that the area is built up correctly and sufficiently for the people who live there.

Following a discussion on this it was proposed by Councillor O'Kane and seconded by Councillor Roberts that:-

1. A letter be sent to Chris Hoban expressing the Council's concern about this; asking for an assurance that adequate services will be provided; asking what the plan for that area is in detail as there are numerous applications in the pipeline for the future and
2. Ask CCC ' s Local Committee to meet with representatives of the Town Council to discuss developments in Whitehaven's area.

*A* vote was held and 7 Councillors voted for the proposals and 1 Councillor abstained.



## 1914/21

**RESOLVED** - That 1. A letter be sent to Chris Hoban expressing the Council's concern about this; asking for an assurance that adequate services will be provided; asking what the plan for that area is in detail as there are numerous applications in the pipeline for the future and 2. Ask CCC's Local Committee to meet with representatives of the Town Council to discuss developments in Whitehaven's area.

## Finance Report

The Council considered a Finance report.

1. Appendix1 - The Clerk reported that there were 2 extra invoices to be considered namely:

3 Lions Security

CCC

Overnight Security at Christmas Traders Market- £300.00 excl. VAT

Emergency repairs to Christmas lights and catina wires following storm damage - £2356.49 excl. VAT

It was proposed by Councillor Roberts and seconded by Councillor Hayes that the Invoices shown at Appendix 1 together with the 2 invoices above be approved and paid. A vote was taken and it was unanimously

**RESOLVED** - That the Invoices shown on Appendix 1 together with the 2 invoices above be approved and paid.

## 1915/21

11. Appendices 2 and 3 - It was proposed by Councillor Gill and seconded by Councillor Hayes that Appendices 2 and 3 be approved and noted. A vote was held and it was unanimously

**RESOLVED** - That Appendices 2 and 3 be approved and noted.

## Internal Auditors Report

The Council considered the Internal Auditors Report following an Audit carried out on 16th November 2021. The report confirmed that the Council's finances are very well administered and the financial documentation is well organised with clear audit trails for income and expenditure . Three recommendations were made relating to budgetary provision and administration around the office refurbishment which are already in progress. Councillor Gill thanked the staff for all the excellent work they had done. It was proposed by Councillor Gill and

seconded by Councillor Roberts that the Internal Auditors Report be approved and noted. A vote was held and it was unanimously

**RESOLVED** - That the Internal Auditors Report be approved and noted



## 1916/21 Quotes received for Internal Audit Provision

The Council considered a report on the quotes received for the appointment of an Internal Auditor for 2022. It was proposed by Councillor Gill and seconded by Councillor Roberts that the quote of £500.00 for 2 internal audits in 2022 be accepted. A vote was held and it was unanimously

**RESOLVED** - That the quote of £500.00 for 2 internal audits in 2022 be accepted

## 1917/21

**Quotes for Council Insurance Cover**

The Council considered a report on the contract with Zurich Municipal Insurers which expired in May 2022. It was proposed by Councillor Gill and seconded by Councillor Roberts that the Council seeks quotes from insurance companies experienced in providing insurance cover for local authorities on a 1, 3 and 5 year basis and that quotes received be reported back to the Council for decision. *A* vote was held and it was unanimously

**RESOLVED** - That the Council seeks quotes from insurance companies experienced in providing insurance cover for local authorities on a **1,** 3 and 5 year basis and that quotes received be reported back to the Council for decision.

## 1918/21 Grass Cutting Contract 2022/23

Further to Minute 1883/21 the Council considered a report on quotes received for the Grass Cutting Contract for 2022/23. It was reported that only one quote had been received in the sum of £20,455.08 excluding VAT. It was proposed by Councillor Gill and seconded by Councillor Roberts that the quote received in the sum of £20,455.08 excluding VAT be accepted and the contract entered into. A vote was held and it was unanimously

**RESOLVED** -That that the quote received in the sum of £20,455.08 be accepted and the contract entered into.

## 1919/21 Maintenance of Allotment and Pigeon Loft Sites Contract 2022/23

Further to Minute 1884/21 the Council considered a report on the quotes received for the Maintenance of Allotment and Pigeon Loft Sites Contract for 2022/23. It was reported that only one quote had been received in the sum of

£7,208.02 excluding VAT. It was proposed by Councillor Gill and seconded by

Councillor Roberts that the quote of £7,208.02 excluding VAT be accepted and the contract entered into. A vote was held and 7 Councillors voted for the proposal and 1 Councillor abstained.



**RESOLVED** - That the quote of £7,208.02 excluding VAT be accepted and the contract entered into.

**1920/21**

**1921/21**

**Quotes for Security at Council Events**

Further to Minute 1900/21 when the Council approved events for 2022 a report was considered giving details of quotes received from local security

firms for the provision of security at the events in 2022. It was proposed by

Councillor Gill and seconded by Councillor Roberts that the quote from security firm A at the rate of£ 18.00 per hour including VAT per security guard per hour be accepted and the contract entered into for the provision of security at Council events in 2022. A vote was held and it was unanimously

**RESOLVED** -That the quote from security firm A at the rate of £18.00 per hour including VAT per security guard per hour be accepted and the contract entered into for the provision of security at Council events in 2022.

## Sponsorship of Charity

The Council considered a report on a request for sponsorship received from North Cumbria Hospitals NHS Charity for a Winter Festival Event. The Mayor had said that he wished to sponsor a Christmas Tree for £250.00 to be put up outside West Cumberland Hospital out of his Mayors Allowance. Following a discussion it was

1. Proposed by Councillor Roberts and seconded by Councillor Gill that the Mayors request be noted, approved and actioned. A vote was held and it was unanimously

**RESOLVED** - That the Mayor's request be noted, approved and actioned.

1. Proposed by Councillor Maudling and seconded by Councillor Gill that the Council looks at this from January onwards and see if we have the powers to give money and that the Charity be informed that they can apply to the Council for a grant of up to £1000. A vote was held and it was unanimously

**RESOLVED** - That the Council looks at this from January onwards to see if we have the powers to give money and that the Charity be informed that they can apply to the Council for a grant of up to £1000.



**1922/21 Recommendations of Steering Group on Office Accommodation**

The Council considered a report containing recommendations made by the Steering Group on Office Accommodation. It was proposed by Councillor Roberts and seconded by Councillor Hayes that recommendations i to iv contained in the Report be approved and actioned. A vote was held and 7 Councillor voted for and 1 Councillor abstained.

**RESOLVED** - That recommendations i to iv contained in the Report be approved and actioned.

**1923/21 Quote for advertising in the Cumbria Guide**

The Council considered a quote received from the Cumbria Guide for advertising in the Cumbria Guide in 2022/23. Following a discussion it was proposed by Councillor Hayes and seconded by Councillor Maudling that the quote of £3,690.00 plus VAT for 6 full page adverts including artwork and design be accepted and actioned. A vote was held and it was unanimously

**RESOLVED** - That the quote of £3,690.00 plus VAT for 6 full page adverts including artwork and design be accepted and actioned.

**1924/21 Purchase of Black Liner for Vacant Allotments**

The Council considered a report on a recommendation from the Allotment Advisory Group to purchase 5 4.5mtrx 100mtr rolls of black liner (weed membrane) to use on vacant allotment plots to keep the weeds down and make the plots more attractive to potential tenants. Three quotes had been received for the supply of 5 4.5mtr x100mtr rolls of black liner and the Council considered these. It was proposed by Councillor Gill and seconded by Councillor Roberts that the Council purchases 5 4.5mtr x l00mtr rolls of black liner at the quote of

£216.98 plus VAT. A vote was held and 7 Councillors voted for and 1 Councillor abstained.

**RESOLVED** - That the Council purchases 5 4.5mtr x I 00mtr rolls of black liner at the quote of £216.98 plus VAT.

**1925/21 Repairs to Bus Shelter at Greenbank**

The Council considered a report on repairs necessary to the bus shelter on Woodhouse Road, Gr eenbank following two incidents of vandalism. The Council's insurers had said that the repairs would be covered under the insurance policy but that there would be an excess payable of£ I00 for each



incident. The cost of replacement panels for the bus shelter was £480.00 inc.VAT. Councillor Arrighi had asked if she could use her Councillor Ward Grant to pay for this damage. Following a discussion it was proposed by Councillor Gill and seconded by Councillor Hayes that a claim be made through the Council's insurers for the loss caused by the damage. A vote was held and it was unanimously

**RESOLVED** - That the Council makes a claim through its insurers for the loss caused by this damage.

## 1926/21 Johnson House Defibrillator

The Council considered a report on a request from Johnson House to re-route the wiring for the defibrillator that the Council installed on their property which used the electricity supply via a plug socket in a room located directly behind the defibrillator. However it was discovered that the defibrillator had been disconnected from the electricity supply due to the plug being disconnected.

Quotes had been sought from local electricians but none had been received. It

was proposed by Councillor Gill and seconded by Councillor Rayson that the information in the report be noted and that the remedial works be

approved and that the Council decides which electrical contractor to appoint when quotes have been received. A vote was held and it was unanimously

**RESOLVED** - That the information in the report be noted and that the remedial works be approved and that the Council decides which electrical contractor to appoint when quotes have been received.

## 1927/21

**Councillor Ward Matters**

1. Councillor Redmond referred to standing and running water from the new garage at Hensingham and said standing water was sitting in a pool at the corner of the former Richmond pub.

u. Councillor Maudling said youths were running about Whitehaven and that it was all happening in King Street and Lowther Street and the CCC had put new street lights in on Catherine Street outside the Council Offices and people were congregating in the recess there. He said that people living in Barracks Mill were frightened.

111. Councillor Rayson said the lights were not working in the Market Place again. She said she had been told that last week there had been a few incidents one at the top of the market and attempted break ins and thefts and things like that. She said there were CCTVs on some properties but because it was so dark the perpetrators could not be identified. She said she was not getting any response from Copeland but some of the traders were getting frustrated by it

1v. Councillor Rayson said the former Richmond Pub was falling to bits and said she didn 't know what we could do about what was happening with it.

*9-eq*

The Clerk said that if it was a dilapidated building or a dangerous building then CBCs Building Control Dept should be contacted about it.

v. Councillor Roberts referred to speeding on Harras Moor but said he was dealing with this with CCC.

VI. Councillor O' Kane asked if Clinton Boyce could be chased up regarding the bus shelter at Bransty

v11. Councillor O'Kane said in his area there was so much anger towards the lack of dialogue with the Planning Panel with regards to one planning application that had been allowed to die off to the extent where individuals by-passed the planning permission and went straight to the Planning Inspectorate and that that had caused absolute hell with the residents and had set a dangerous precedent. The Planning Department hadn't got to grips with what was there because of various reasons so the individual concerned bypassed the Planning Panel and went straight to the Inspector for a review of the application and that that set a dangerous precedent to everyone in the area

vm. Councillor O' Kane referred to Hillcrest Community Centre and said it appeared that the decision on this had gone to the CBC Executive about 5- 6 weeks ago and other than that nothing had been done. He said that at a recent meeting a number of residents said they could get together on this but again CBC was dragging their feet and that was sad.

IX. Councillor Gill said he had met with the Highways people because people were just parking on both sides of the road where he lived and the CCC had said that they were looking at a Road Traffic Order in April/May 2022 and it would be looked at then. He had asked if they could have residents parking permits for residents only

x. Councillor Hayes said they had similar problems on Kells outside the school with people parking on pavements. He said there had been problems with anti- social behaviour but that it seemed to have calmed down which could have been due to the fact that they now had a PCSO patrolling the area.. He said there was dog muck everywhere especially at night time.

x1. Councillor Hayes said there had recently been a big fire right in the middle of the bandstand in Castle Park at 8.30 to 9.45 at night. The police arrived in 5 minutes and said some plastic had been set alight.. The police dispersed 2- 30 kids and he thought that 2 may have been arrested. He said he knew that that there was a move to put CCTV in the park and that worried him because that would not stop the kids from going there. He said that money could be spent in better ways than putting CCTV in the Park.

x11. Councillor Maudling said he had written to the Police and Crime Commissioner about CCTV and said that we had paid years ago for CCTV to be installed in the Town Centre and that we needed the CCTV to be working again in the Town Centre as windows were being smashed.

xu1. Councillor E Dinsdale said he had been contacted by a resident about the lighting on Blackbeck roundabout and had found an app called fix my



street so he had submitted a complaint on 10/1121 and on 11/11/21 he received an an update with a case number from Highways England and on 18/ l l/21the lights were back on

xiv. Councillor E Dinsdale raised concerned about parking around Corkickle which he said was mostly by Sellafield employees parking up and then catching the train. He said Park Drive Midgey had been highlighted so he had sent an email to Sellafield Limited about this and asking for a company notice to be sent out and that he would come back to the Council with an update

**1928/21 Date and Time and Venue of Next Meeting**

The next Council Meeting would be on 27th January 2022 at 6.00pm at the Beacon Portal.

# IN PRIVATE

**1929/21** That prior to the following items 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 from the meeting. Councillor Roberts proposed this and Councillor Gill seconded it. A vote was held and it was unanimously

**RESOLVED** - 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 from the meeting.

Councillor E Dinsdale left the Meeting and did not return

**1930/21 Councillor Ward Grant- HAG**

The Council considered a report on a Councillor Ward Grant application by HAG as the power to award the grant was under section 137 of the Local Government Act 1972 which requires a resolution to say that

1. There is a direct benefit to the area or part of the area or to some or all of the inhabitants of the area and
2. That the direct benefit accruing to its area or residents is commensurate with the expenditure incurred

It was proposed by Councillor Roberts and seconded by Councillor Maudling that the Council pass a resolution that the Ward Grant application complies with the provisions ofs 137 of the Local Government Act 1972 given in (i) and (ii) above and that the Council Ward Grant be granted. A vote was held and 6 Councillors voted for the proposal and **1** Councillor abstained.



**RESOLVED** - That the Ward Grant application complies with the provisions of s 137 of the Local Government Act 1972 given in (i) and (ii) above and that the Council Ward Grant to HAG be granted.

Councillor Rayson left the Meeting and did not return

## 1931/21

**Staff Incremental Pay Increase**

The Council considered a report on a staff incremental pay increase. It was proposed by Councillor Gill and seconded by Councillor Roberts that

1. That the annual increment be paid
2. That it be noted that there was likely to be a backdated payment to staff for the annual percentage increase to payscales for 2021/22 when it has been agreed by the Trades Unions and Employer and
3. That it be noted that the National Joint Council for Local Government Services will also be negotiating an increase in salary payscales for 2022/23

A vote was held and it was unanimously

**RESOLVED** - That

1. That the annual increment be paid
2. That it be noted that there is likely to be a backdated payment to staff for the annual percentage increase to payscales for 2021/22 when it has been agreed by the Trades Unions and Employer and
3. That it be noted that the National Joint Council for Local Government Services will also be negotiating an increase in salary payscales for 2022/23

The Meeting closed at 7.45

Chairman

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**WTC 27/01/2022**

**Item 5**

Planning Application for Consideration by Whitehaven Town Council

Application Number 4/21/2195/0R1

4/21/2196/0R1

4/21/2454/0F1

4/21/2560/0L1

4/22/2002/0F1

4/22/2010 /TPO

4/22/2011/0F1

4/22/2013/0F1

Detail

Consultation on Additional and Amended Information: APPLICATION FOR THE APPROVAL OF RESERVED MATTERS FOR ACCESS, APPEARANCE, LANDSCAPING, LAYOUT AND SCALE FOR 85 DWELLINGS FOLLOWING OUTLINE PLANNING APPROVAL 4/16/2415/00 1

**HARRAS DYKE FARM, HARRAS DYKE, WHITEHAVEN**

Consultation on Additional and Amended Information: APPLICATION FOR THE APPROVAL OF RESERVED MATTERS FOR ACCESS, APPEARANCE, LANDSCAPING, LAYOUT AND SCALE FOR 5 DWELLINGS FOLLOWING OUTLINE PLANNING APPROVAL 4/16/2416/001

**LAND AT HARRAS ROAD, HARRAS MOOR, WHITEHAVEN**

Consultation on Additional and Amended Information: PROPOSED GROUND FLOOR KITCHEN EXTENSION AND FIRST FLOOR BATHROOM EXTENSION TO REAR ELEVATION, ERECTION OF CONSERVATORY

**8 THE GREEN, BRANSTY, WHITEHAVEN**

LISTED BUILDING CONSENT FOR THE DEMOLITION AND RE­ BUILDING OF A REAR GARDEN BOUNDARY WALL

**38 ROPER STREET, WHITEHAVEN**

FIRST FLOOR SIDE EXTENSION

**2 BEATTY ROAD, BRANSTY, WHITEHAVEN**

CROWN LIFT A WILLOW TREE TO ALLOW 2.5M CLEARANCE TO FOOTPATH AND PRUNE A BEECH TREE TO GIVE 2M CLEARANCE TO NEXT DOOR PROPERTY (BOTH OF WHICH ARE SITUATED WITHIN A CONSERVATION AREA) **HILLCREST, INKERMAN TERRACE, WHITEHAVEN**

CONVERSION OF DOMESTIC GARAGE/STORE INTO DWELLING (RESUBMISSION OF WITHDRAWN APPLICATION 4/21/2010/0F1)

**SPOUT HOUSE, SANDWITH**

GROUND FLOOR EXTENSIONS TO BOTH ENDS & REAR OF EXISTING BUNGALOW (PART OF EXTENSION TO REAR IS TWO STOREY) & INTERNAL ALTERATIONS

**BRAKESIDE VILLA, ENNERDALE TERRACE, WHITEHAVEN**



Application Number

4/22/2021/0F1

4/22/2026/TPO

CHANGE OF USE OF EXISTING 1 BEDROOM BUNGALOW TO A COMMERCIAL USE COMPRISING A HAIRDRESSERS AND BEAUTY SALON AND MINOR EXTERNAL ALTERATIONS TO DOOR AND WINDOW OPENINGS

**BA WASDALE CLOSE, MIREHOUSE, WHITEHAVEN**

REMOVAL OF ACER **TREE** SITUATED WITHIN A CONSERVATION AREA

**TRINITY GARDENS, SCOTCH STREET, WHITEHAVEN**



**WTC 27/01/2022**

**Item 6**

**FINANCIAL REPORT**

**Purpose of the Report**

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

* 1. **INTRODUCTION**
  2. Authorise the payment of all invoices as listed in Appendix 1.
  3. Note the list of invoices at Appendix 4 that were paid during December so as to avoid any late payment fees.
  4. 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.
  5. **FINANCIAL POSITION**
  6. The bank reconciliation was carried out on 19th January 2022. This shows a balance of £230,771.81. There are however cheques to the value of £1903.63 still to be presented and cleared.
  7. The balance in the deposit account is £450,400.11.
  8. **RECOMMENDATION**
  9. The invoices listed and shown in Appendix 1 be approved and authorised for payment.
  10. The Cashbook (Appendix 2) and the Income and Expenditure (Appendix 3) be noted.
  11. The invoices listed and shown in Appendix 4 be noted as paid.



27/01/2021

Appendix 1

Invoices for Consideration by Whitehaven Town Council

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Supplier** | **Category** | **Detai l** | **Tota l Amount** | | **Power** | | Columnl |
| 10/12/2021 | POD (No rth West) Ltd | Events | Banner for Market Marquee | £ | 180.00 | s144 LGA 1972 | |  |
| 25/12/2021 | Eden Springs (UK) Ltd | Supplies & Services | Environmenta l Levy for water coolers (January) | £ | 2.16 | sl ll | LGA 1972 |  |
| 01/01/2022 | NHS Cumbria Int egrated Care NHS Foundation Trust | Employees & Allowances | Spon sorship of Christmas Tree at West Cumberland Hospital | £ | 250.00 |  | |  |
| 04/01/2022 | Westcom IT Solutions | Supplies & Services | Annual Service Contract 01.02.2022 - 31.03.2023 | £ | 1,152.00 | sll l LGA 1972 | |  |
| 06/01/2022 | Copeland Borough Council | 3rd Party | Allotment & Pigeon Loft Maintenance Contract - January 2022 | £ | 717.42 | s23 Small Holdings Allotments Act 1908 | |  |
| 07/01/2022 | Copeland Borough Council | Employees & Allowances | Assistant Ranger Contract - January 2022 | £ | 2,199.02 | slllLGA 1972 | |  |
| 07/01/2022 | Copeland Borough Council | Emp loyees & Allowances | Ran eer Contract - January 2022 | £ | 3,325.44 | slllLGA 1972 | |  |
| 10/01/2022 | Sharp Business Systems UK PLC | Supplies & Services | Photocop ier Charges - December 2021 | £ | 30.00 | slllLGA1972 | |  |
| 10/01/2022 | **Alwel Glass** | 3rd Party | 2 • polycarbon oanels to replace damaged bus shelter panels | £ | 183.00 | s4 Local Government (Miscellaneous) Act  1953 | |  |
| 10/01/2022 | Alwel Glass | 3rd Party | 4 x polycarbon panels to replace damaged bus shelter panels | £ | 393.00 | s4 Local Government (Miscellaneous) Act  1953 | |  |
| 12/01/2022 | **Viking** | Supolies & Services | **A4** copier paper | £ | 36.96 | slllLGA 1972 | |  |
| 14/01/ 2022 | Copeland Borough Council | 3rd Party | Materials for installing handrail at Crow Park and debris removal from Midgey  Allotments | £ | 122.68 | s23 Small Holdings Allotments Act 1908 | |  |
| 17/01/2022 | Copeland BorouRh Council | Supplies & Services | Christmas Tree for 148 Queen Street | £ | 60.00 |  | |  |
| 20/01/2022 | Mrs V Gorley | Employees & Allowances | Coffee | £ | 6.30 | slllLGA 1972 | |  |

£ 8,657.98

lE

(C)

CJ

**W H ITEHAVEN TOWN COUNCIL**

CASH BOOK FROM 1 APRIL 2021

**APPENDIX 2**

**Date** Ref Payee

**April-2021**

Employees/ Supplies/ **Community Ground Civic**

**Allowances Premises Services** 3 rd Party **Grants** Allot mts Market Plan **Main t** Hos p itality Ranger/SO

**Ward Environmental**

W.I.B **Grants Elections Improvements Eve nts Contingencies Reserves**

Net Total VAT Total Min. Ref. 10603.75 10603.75 1723/21 Ii)

01/04/2021

991 Copeland Borough Counc il

10603.7S

2155.02 2155.02 HMRC

lS/04/2021 992 HMRC

lS/04/2021 BACS Staff 15/04/2021 BACS Cumbria LGPS 19/04/2021 DD **Crown Gas & Oil** 20/04/2021 DD **BT Group**

1. 30/04/2021 BACS Vult ure Club
2. 30/04/2021 993 **Copeland Borough Coun cil**
3. 30/04/2021 BACS Eden Springs IUK) Ltd
4. 30/04/2021 BACS Clyde & Co
5. 30/04/2021 BACS **DerwentRecycling Services Ltd**
6. 30/04/2021 BACS **De rwent Recycling ServicesLtd**
7. 30/04/ 2021 BACS Derwent Recycling Services Ltd
8. 30/04/2021 994 **Copeland Borough Coun cil**
9. 30/04/2021 995 Copeland Borough Counci l
10. 30/04/2021 996 **Copeland Borough Council**
11. 30/04/2021 997 Copeland Borough Council
12. 30/04/2021 998 **Copeland Borough Council**
13. 30/04/2021 BACS Water Plus Limited
14. 30/04/2021 BACS **Water Plus limited**
15. 30/04/202 1 BACS Whitehaven Gas & Plumbing
16. 30/04/2021 BACS **Cumbria Media**

20 30/04/2021 999 **Viking**

2155.02

4364.68

1825.02

251.05

15.20

70.42

1.80

356.00

173.80

1000.00

70 .83

240.00

240.00

240.00

597.85

27.11

54.42

1663.02

2771.20

1832.52

4364.68 4364.68 1666/20

1825.02 1825.02 6317/171ii)

251.05 50.21 301.26 **Contract**

70.42 14.08 84.50 **Contrac t**

1000 .00 1000 .00 1733/21

70.83 14.17 85.00 1761/21 Ii)

1.80 0.36 2.16 1761/21 Ii)

232.30 232.30 232.30 1761/21 (i)

240.00 48.00 288.00 1761/21 (i)

240.00 48.00 288.00 1761/21 Ii)

240.00 48.00 288.00 1761/21 Ii)

1663.02 332.60 1995.62 1761/21 Ii)

597.85 119.57 717.42 1761/21 (i)

2771.20 554.24 3325.44 1761/21 (i)

1832.52 366.50 2199.02 1761/ 21 **(i)**

15.20 15.20 1761/ 21 Ii)

27.11 27.11 1761/21 (i)

54.42 54.42 1761/21 (i)

209.68 209.68 41.94 251.62 1761/21(i)

356.00 356.00 1761/21 Ii)

173.80 4.56 178.36 1761/21 Ii)

21 30/04/2021 1000 Mrs*V* Gorley

**May-2021**

14/05/2021 BACS Sta ff

14/05/ 2021 1001 HMRC

14/05/2021 BACS Cumbria LGPS

1. 14/05/2021 BACS **Imperative Training Limited**
2. 17/05/2021 DD Crown Gas & Oil 24 19/05/202 1 DD BT Group
3. 25/05/2021 BACS Friends of St JINS
4. 25/05/2021 BACS Rosehill Youth Theat re
5. 25/05/2021 BACS **Deborah McKenna Ltd**
6. 27/05/2021 BACS POD (North West) Ltd

**June-202 1**

1. 03/06/2021 BACS Eden Springs IUK) Ltd
2. 03/06/2021 BACS **Derwent Recycling Services Ltd**
3. 03/06/2021 1003 Copeland Borough Council
4. 03/06/2021 1004 **Copeland Borough Council**
5. 03/06/2021 1005 **Copeland Borough Council**
6. 03/06/2021 1006 **Copeland Borough Council**

35 03/06/202 1 1007 MrsJ Har tley

1. 03/06/2021 BACS **Cumbria Media**
2. 03/06/2021 1008 **Sharp Business Systems**

38 03/06/2021 1009 **Westcom IT**

1. 03/06/2021 BACS Mrs VGorley
2. 03/06/2021 BACS **Zurich Municipal**

41 03/06/2021 BACS CALC

1. 03/06/2021 BACS **Sharp Business Systems**
2. 03/06/202 1 BACS Mrs VG o rley
3. 03/06/2021 BACS Mrs M Jewell
4. 03/06/2021 BACS **Tradepr int** 15/06/2021 1010 HMRC 15/06/2021 BACS Cumbria LGPS 15/06/2021 BACS S t a ff
5. 17/06/2021 DD **Crown Gas & Oil**

47 21/06/2021 OD BT Gro up

1. 28/06/2021 BACS Eden Springs (UK) Ltd
2. 28/06/2021 BACS **Carlisle City Fire Protection**
3. 28/06/2021 1011 **Copeland Borough Council**
4. 28/06/2021 1012 **Copeland Borough Council**
5. 28/06/2021 1013 **Copeland Borough Council**
6. 28/06/2021 1014 **Copeland Borough Council**

54 28/06 /2021 1015 Viking

1. 28/06/2021 1016 **Water Plus limited**
2. 28/06/2021 1017 **Water Plus Umited**
3. 28/06/2021 1018 **Water Plus limited**
4. 28/06/2021 BACS **Cumbria Media**
5. **28/ 06/ 2021 1019** Beck Bott om Community Garden Group - VOID

**July- 2021**

8.48 21.51

4771.51

2256.63

164.9 4

120.00

238.33

67.21

800 .00

19.80

349.58

144 .79

214.19

159.00

3233.79

1878.49

2700.00

7.98

2257.03

210.12

4516.89

192.98

71.71

1.80

32.48

194.80

170.00

250.00

1000 .00

240.00

597.85

597.85

18.98

117.50

1663.02

1663 .02

1832.52

2771.20

1832.52

2771.20

500.00

29.99 29.99 1761/21 Ii)

4771.51 4771.51 1666/20

22S6.63 2256.63 HMRC

164.94 164.94 6317/17 (ii)

120.00 24.00 144.00

238.33 47.66 285.99 **Contract**

67.21 **13.44** 80.65 **Contract**

500.00 500.00 **Ward Grant**

1000.00 1000.00 **Ward Grant**

1000.00 1000.00 200.00 1200.00

800.00 160.00 960.00 **Mayors Allowance**

19.80 3.96 23.76 1794/21 (i)

240.00 48.00 288.00 1794/21 Ii)

1832.52 366.50 2199.02 1794/21(i)

1663.02 332.60 1995.62 1794/21 (i)

2771.20 554.24 3325.44 1794/21 (i)

597.85 119.57 717.42 1794/21 (i)

250.00 250.00 1794/21 (i)

349.58 349.58 1794/21 (i)

144.79 28.96 173.75 1794/21 (i)

214.19 **42.84** 257.03 1764/21

159.00 159.00 1794/21 Ii)

3233.79 3233.79 1794/ 21 (i)

1878.49 1878.49 1794/21 (i)

2700.00 540.00 3240.00 1763/21

7.98 7.98 1794/21 Ii)

59.40 59.40 **11.88** 71.28 1794/21 (i)

340.68 340.68 68.14 408.82 1794/21 (i)

2257.03 2257.03 HMRC

210.12 210.12 6317/17 (ii)

4516.89 4516.89 1666/20

192.98 9.65 202.63 **Contract**

71.71 14.34 86.05 **Contract**

1.80 0.36 2.16 1827/21 (i)

38 .25 38.25 7.65 45.90 1827/21 (i)

1832.52 366.50 2199.02 1827/21(i

1663.02 332.60 1995.62 18 27/21 (i)

2771.20 554.24 3325.44 1827/21 (i)

597.85 119.57 717.42 1827/21 (i)

32.48 6.50 38.98 1827/21 Ii)

18.98 18.98 1827/21 (i)

117.50 117.50 1827/21 (i)

194.80 10.71 205.51 1827/21 (i)

170.00 170.00 1827/21 Ii)

77.54 **3.88** 81.42 **Contract**

1. 17/07/2021 OD Crown Gas & Oil
2. 19/07/2021 1020 fledglings (replaces chq no 990) 19/07/2021 1021 HMRC

2256.82

77.54

200.00

200.00

2256 .82

200.00 Ward Gran l

2256 .8 2 HMRC

19/07/2021 BACS Staff

45 17 .10

4517.10 4517.10 1666/20

19/07/2021 BACS **Cumbria LGPS**

62 20/07/ 2021 DD BT Group

1. 30/07/2021 BACS Eden Springs IUK) Ltd

733.36

68.59

1.80

733.36 733.36 6317/17 (ii)

68.59 13.72 82.31 **Contract**

1.80 0.36 2.16 1843/2 1 (i)

**Po\_9e 11-**

1. 30/07/2021 BACS Rosehil l Youth Theat re 100.00
2. 30/07/2021 BACS **Copeland Borough Council**

20.00

100.00 100.00 1843/21 (i)

20.00 20.00 1843/21 (i)

1. 30/07/2021 BACS Bauer Radio Ltd

1687.75 1687.75 337.55

2025.30 1843/21 (i)

1. 30/07/2021 1022 **Copeland BoroughCouncil** 20.73

20.73 20.73 1843/21 (i)

1. 30/07/2021 1023 **Copeland Borough Council**

1832.52

1832.52 366.50 2199.02 1843/21 (i)

1. 30/07/2021 1024 Copeland Borough Council

1663.02

1663.02 332.60

1995.62 1843/21 (i)

1. 30/07/2021 1025 Cope land Borough Council
2. 30/07/2021 1026 **Copeland Borough Council**
3. 30/07/2021 1027 Mr Alan Clements
4. 30/07/2021 BACS **Lockhart leisure Ltd**
5. 30/07/2021 BACS **W hite haven Gas & Plumbing**
6. 30/07/2021 BACS Glasdon UK Ltd
7. 30/07/2021 BACS **Beck Bottom Community Garden Group - replaces chq no 1019**
8. 30/07/2021 BACS **Beck Bottom Community Garden Group**

**Aug-21**

13/08/2021 BACS Cumbria LGPS 733.36

2554.08

597.85

2771.20

22 .52

100.00

80.00

595.00

2771.20 554.24 3325.44 1843/21 (i)

597.85 119.57 717.42 1843/21 (ii

22.52 22.52 1843/21 (ii

595.00 119.00 714.00 1843/21 (i)

110.00 110.00 22.00 132.00 1843/21 (i)

2554.08 510.81 3064.89 1843/21 (i)

100.00 100.00 **Ward Grant**

80.00 80.00 Ward Grant

733.36 733.36 631/17 (ii)

4516.89 4516.89 1666/20

13/08/2021 BACS Staf f 4516.89

13/08/2021 1028 HMRC 2257.03

78 20/08/2021 DD BT Group

67.99

2257.03

67.99

2257.03 HMRC

13.60 81.59 **Contract**

79 21/08/2021 DD **Crown Gas & Oil** 62.40

62.40

3.12 65.52 **Contract**

80 27/08/2021 1029 J & R Bennett

3310.00

3310.00 662.00 3972.00 1861/21 (I)

81 27/08/2021 1030 J & R Bennett

390.00

390.00 78.00

468.00 1861/21 (i)

82 27/08/2021 1031 J & R Bennett

83 27/08/202 1 1032 Viking

1. 27/08/202 1 1033 **Copeland Borough Council**
2. 27/08/2021 1034 **Copeland Borough Council**
3. 27/08/2021 1035 Copeland Borough Council
4. 27/08/2021 1036 **Copeland Borough Council**

**88** 27/08/2021 1037 **Graham Roberts**

**Sept-21**

1. 01/09/2021 BACS Eden Springs (UK) Ltd
2. 01/09/2021 BACS **Salway Water Management Ltd**
3. 01/09/2021 BACS **Cumbria Med ia**

38.48

3.75

6.30

138.00

597.85

1663.02

1832 .52

2771.20

2622.70

2622.70 524.54 3147.24 1861/21 (i)

38.48 7.70 46.18 1861/21 (i)

1832.52 366.50 2199.02 1861/21 (ii

1663 .02 332.60 1995.62 1861/21 (ii

2771.20 554.24 3325.44 1861/21(i)

597.85 119.57 717.42 1861/21 (i)

3.75 3.75 1861/21 (i)

6.30 1.26 7.56 1861/21 (i)

250.00 250.00 50.00 300.00 1861/21 (i)

138.00 138.00 1861/21 (i)

92 10/09/2021 1038 **Jeans Flower Boutique** 30.00

30.00 30.00 **Mayors Allowance**

93 15/09/2021 BACS Mrs L & Mr DP Kelly T/A Corner House B&B

85.00

85.00 85.00 1832/21

94 15/09/2021 BACS J O Oixon Jeweller Ltd 12 .50

12.50

12.50 **Mayors Allowance**

15/09/2021 BACS Staff 4517 .09

4517.09 4517.09 1666/20

15/09/2021 BAC5 Cumbr ia LGPS 733.36

15/09/2021 1039 HMRC 2256 .83

95 20/09/2021 DD **BT Group**

70.15

733 . 36

2256.83

70.15 14 .03

733.36 6317/17 (ii)

2256.83 HMRC

84.18 **Contract**

96 20/09/2021 DD Crown Gas & Oil 66.56

66.56

3.33 69.89 **Contract**

Oct-21

1. 05/10/2021 BACS **M Thomson Electrical**

700.00 700.00 140.00

840.00 1876/21 (ii

1. 05/10/2021 BACS **Mr CJ Hayes**
2. 05/ 10/ 2021 BACS Easb y Orwell Ltd
3. 05/10/2021 BACS **Westcom IT**
4. 05/10/2021 BACS Eden Springs (UK) Ltd

72.00

1.80

6.50

583.33

6.50 6.50 1876/21 (i)

583.33 116.67 700.00 1876/21 (i)

72.00 14.40 86.40 1876/21 (i)

1.80 0.36 2.16 1876/21 (ii

1. 05/10/2021 BACS **Water Plus li mited** 98.60

98 .60 3.14 101.74 1876/21 (i)

1. 01/10/2021 1040 **Copeland Borough Council**

1832.52

1832.52 366.50 2199.02 1876/21 (i)

1. 01/10/2021 1041 Cope land Borough Council

1663 .02

1663 .02 332 .60

1995.62 1876/21 (i)

1. 01/10/2021 1042 Copeland Borough Council
2. 01/10/2021 1043 **Copeland Borough Council**
3. 05/10/2021 BACS Gordo n Ellis & Co
4. 05/10/2021 BACS **Weir & Carmichael**

1620.00

597.85

2771. 20

1523.87

2771.20 554.24 3325.44 1876/21 (i)

597.85 119 .57 717.42 1876/21 (i)

1523.87 304.77 1828.71 1876/21 (i)

1620.00 324.00 1944.00 1876/21 (i)

1. 01/10/2021 1044 **Copeland Borough Council** 240.00
2. 05/10/202 1 BACS **Discount Displays**

3398.00

240.00 48.00 288.00 1876/21 (i)

3398.00 679.60 4077.60 1876/21 (i)

1. 06/10/2021 BACS Nisbets

11 2 06/10/2021 BACS PKF Litt lejohn LLP

1000 .00

939.80

939.80 187.96

1000.00 200.00

1127.76 1876/21 (i)

1200.00 1876/21 (ii

1. 06/10/2021 BACS Mr CJ Hayes
2. 06/10/2021 BACS **Cumbria Media**
3. 06/10/2021 BACS **Water Plus limited**
4. 06/ 10 /202 1 BACS **Cumbria Roofing**

224.25

280.46

50 .00

50.00 50.00 1876/21 (i)

2 2 4.25 224 . 25 18 76/21 ( i)

280.46 280.46 1876/21 (i)

1400.00 1400.00 280.00 1680.00 1876/21 (i)

11 7 06/10/2021 BACS Loc khar t Leisure Ltd

14 75.00

1475.00 295.00 1770.00 1876/21 (i)

1. 06/10/2021 BACS Deborah McKenna Ltd

1000 .00

1000.00 200.00 1200.00 1876/21 (i)

1. 06/10/2021 BACS **Cumbria Media**

104.06

104 .06

1 04 . 06 1876/21 (i)

1. 06/10/2021 BACS Fluid Product io ns Ltd
2. 12/10/2021 BACS **Water Plus limited**
3. 15/10/2021 BACS **Greenban k Community Associa tion**

15/10 /2021 BACS Sta ff 4516 .90

15/10/2021 BACS Cumbria LGPS 733.36

1000.00

28.64

1046.40

1046.40 209.28 1255.68 1876/21 (i)

28.64 28.64

1000.00 1000.00 1814/21

4516.90 4516.90 1666/20

733.36 733.36 6317/17 (ii)

15/10/2021 1045 HMRC 2257.02

1. 15/10/2021 BACS WEL Medica l
2. 18/10/2021 OD Crown Gas & Oil

82.57

477.95

2257.02

477.95 95.59

82.57 4.13

2257 .02 HMRC

573.54

86.70

125 20/10/2021 DD BT Group

**Nov-2021**

1. 02/11/2021 BACS **Newsquest Media Group**

05/11 /2021 DD **Water Plus li mited**

1. 08/11/2021 BACS Eden Springs (UK) Ltd
2. 08/11/2021 1046 **Copeland Borough Council**
3. 08/11/2021 BACS **Mrs M Jewell**
4. 08/11/2021 BACS Bauer Radio Ltd
5. 08/11/2021 1047 **Copeland Borough Council**
6. 08/11/2021 1048 Copeland Borough Council
7. 08/11/2021 1049 **Copeland Borough Council**
8. 08/11/2021 1050 **Copeland Borough Council**
9. 08/11/2021 1051 **Copeland Borough Council**
10. 08/11/2021 BACS **Westcom IT**

80.00

20.73

72.01

20.36

119 .90

215.60

40.00

597.85

1663.02

183 2.52

2771.20

300.00

486.00

72.01 14.40 86.41

300.00 60.00 360.00

40 .00 40.00

20.36 4.07 24.43

80.00 16.00 96.00

119 .90 23.98 143.88

486.00 97.20 583.20

1832 .52 366.50 2199.02

1663.02 332.60 1995.62

2771.20 554.24 3325.44

597.85 119.57 717.42

20.73 20.73

215.60 43.12 258.72

lZ

137 08/11/2021 BACS **Online Systems (Northern) Limited** 50.00

138 08/11/2021 BACS **Mrs VGorley** 7.32

139 08/11/2021 1052 Viking 1 25.28

140 08/11/2021 BACS **Cumbria Media** 122.00

141 08/11/2021 BACS Mr CJ Hayes 72.00

1. 08/11/2021 1053 **St James Community Centre** 18.00
2. 08/11/2021 1054 **Copeland Borough Council** 1663.02
3. 08/11/2021 1055 **Copeland Borough Council** 597.85
4. 08/11/2021 1056 Copeland Borough Cou ncil

2771.20

50.00 10.00 60.00

7.32 7.32

125.28 8.06 133.34

122.00 122.00

72.00 72.00

18.00 18.00

1663.02 332.60 1995.62

597.85 119.57 717.42

2771.20 554.24 3325.44

1. 08/11/2021 1057 **CopelandBorough Council**
2. 08/11/2021 BACS **Bauer Radio Ltd**
3. 08/11/2021 BACS **Derwent Recycling Services Ltd** 240.00
4. 08/11/2021 BACS **Derwent Recycling Services Ltd** 240 .00
5. 08/11/2021 BACS **Derwent Recycling Services Ltd** 240.00
6. 08/11/2021 BACS **Derwent Recycling Services Ltd** 240.00

1832.52 1832.52 366.50 2199.02

535.06 535.06 107.01 642.07

240.00 48.00 288.00

240.00 48.00 288.00

240.00 48.00 288.00

240.00 48.00 288.00

1. 08/11/2021 BACS **Mrs VGorley**

26.98

26.98 26.98

1. 15/11/2021 BACS **Global Media Group Services Ltd**
2. 15/11 /2021 BACS Global Media Group Services Ltd

15/11/2021 BACS Staff 4517.09

15/11/2021 BACS Cumbr ia LGPS 733.36

15/11/2021 1058 HMRC 2256.83

155 18/11/2021 DD **Crown Gas & Oil** 184 .67

156 19/11/2021 DD BT Group 71.29

**Dec-202 1**

157 03/12/2021 BACS Alwel Glass & Glazing Ltd 64.00

158 03/12/2021 BAC5 Clyde & Co

1. 03/12/2021 BACS Eden Springs !UK) Ltd 1.80
2. 03/12/2021 BACS **Sharp Business Systems** 25.00
3. 03/12/2021 BACS Deborah McKenna Ltd
4. 03/12/2021 BACS Mrs V Gorley
5. 03/12/2021 BACS **Hampshire Flag Company**

164 03/12/2021 BACS Mrs J Hartley 250.00

1105.61 1105.61 221.12 1326.73 CCC Grant

541.83 541.83 108.37 650.20 CCC Grant

4517 .09 4517.09 1666/20

733.36 733.36 6317/17 liil

2256.83 2256.83 HMRC

184.67 9.23 193.90

71.29 14.26 85.55

64.00 12.80 76.80

142.00 142.00 142.00

1.80 0.36 2.16

25.00 5.00 30.00

287.70 287.70 57.54 345.24

129.49 129.49 129.49

100.99 100.99 20.20 121.19

250.00 250.00

165 03/12/2021 BACS **Whitehaven Brass Band**

166 03/12/2021 BACS Glasdon UK Ltd 378.82

167 03/12/2021 BACS **Cumbria Media** 190.00

1. 03/12/2021 BACS **St James Communi ty Centre** 18.00
2. 03/12/2021 BACS **Armstrong Rhead Limited**

205.00

205.00 205.00

378 .82 75.76 454.58

190.00 190.00

18.00 18.00

1500.00 1500.00 300.00 1800.00

1. 03/12/2021 BACS **Three Lions Security**
2. 03/12/2021 BACS **Cumbria County Council** 2356.49
3. 09/12/2021 BACS **Hensingham Peoples Action Group**

173 14/12/2021 OD Bryt Energy 3291.92

15/12/ 2021 BACS Staff 4869.88

15/12/2021 BACS Cumbria LGPS 733.36

15/12/2021 1059 HMRC 1904.04

1. 15/12/2021 BACS Eden Springs !UK) Ltd 1.80
2. 15/12/2021 BACS **Bauer Radio Ltd**

300.00

300.00 300.00 60.00 360.00

235 6.49 471.30 2827.79

300.00 300.00

3291.92 658.38 3950.30

4869.88 4869.88 1666/20

733.36 733.36 6317/17 (ii)

1904.04 1904.04 HMRC

**1.80** 0.36 2.16

521.84 521.84 104.37 626.21

176 15/12/2021 1060 J & R Bennett

1. 15/12/2021 1061 **Copeland Borough Council** 597 .85
2. 15/12/2021 1062 **Copeland Borough Council** 1663 .02
3. 15/12/2021 1063 Copeland Borough Council

1832.52

2006 .10 2006 .10 401.22 2407.32

597.85 119.57 717.42

1663.02 332.60 1995.62

1832 .52 366.50 2199.02

1. 15/12/2021 1064 Copeland Borough Council
2. 15/12/2021 BACS RBL Poppy App eal
3. 15/12/ 2021 BACS Loc khart Leisure Ltd
4. 15/ 12/ 2021 106S **Copeland Borough Council**

184 I 7/12/2021 DO Crown Gas & Oil 329.08

**18S** 19/12 /202 1 OD BT Group 68.73

1. 21/12/2021 BACS **Sharp Business Systems** 44.73
2. 21/12/2021 BACS Easby Orwell Ltd 3690 .00
3. 21/12/2021 BACS **Sharp Busine ss Systems** 186.91

189 21/12/2021 BACS Mr CJ Hayes 66.00

190 21/12/2021 BACS Bauer Radio Ltd

191 22/12/2021 DD Bryt Energy 106 7.60

1. 23/12/2021 OD **Water Plus Limited** 163.09
2. 31/12/2021 DD **Wa ter Plus li mited** 155.57

**Jan-2022**

14 /01/20 22 1066 HMRC 1903.63

14/01/ 2022 BACS Staff 4870.29

14/01/2022 BACS Cumbria LGPS 733.36

194 17/01/2022 DO **Crown Gas & Oil** 418.36

195 19/01/2022 OD BT Group 66.33

76069.76 17892.44 16160.55 8409.39 3000.00 8101.68 0.00 0.00

2771.20 2771.20 554.24 3325.44

92 .00 92.00 92.00

1 620.00 1620.00 324.00 1944.00

17688.42 17688.42 17688.42

329 .08 65.81 394.89 **Contract**

68.73 13.75 82.48 **Contract**

44.73 8.95 53.68

3690 .00 738 .00 44 28.00

186. 91 37.38 224.29

66.00 66.00

77.51 77.51 IS.SO 93 .01

1067.60 213.52 1281.12 **Contract**

163.09 163.09 OD

155.57 6.25 161.82 OD

1903.63 1903.63 HMRC

4870.29 4870.29 1666/20

733.36 733.36 6317/17 Iii)

418.36 83.67 502.03 **Contract**

66.33 13.27 79.60

14967.18 56.50 41433.48 9875.19 1180.00 0.00 17688.42 18540.37 3082.23 1500.00 237582.89 24321.91 £261,904.87



I

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | | **Expenditure Net** | **Invoices not yet** |  |
| **WHITEHAVEN TOWN COUNCIL** |  | **of VAT** | **processed** | **Budget** |
| **SUM M ARISED INCOME** & **EXPEN DITURE STATEMENT** |  |  |  |  |
| **FINANCIAL YEAR 2021-2022** |  |  |  |  |
| BANK BALANCESBROUGHT FORWARD |  |  |  |  |
| CBS 539 0 59 1 7 (01.04.202 1 ) | 21, 36 4. 99 |  |  |  |
| CBS 53906216 (01.04.2021) | 4 50 ,4 00 .11 |  |  |  |
| **TOTAL OPENING BALANCE** | £ **471,76 5.10** |  |  |  |
| **INCOME:** |  |  |  |  |
| Precept | 433,573.86 |  |  |  |
| Interest (Deposit) |  |  |  |  |
| Other Income | 35,834.20 |  |  |  |
| **TOTAL INCOME** | £ **469,408.06** |  |  |  |
| **EXPENDITURE** |  |  |  |  |
| Employees & Allowances |  | 76069.76 |  |  |
| Prem ises |  | 17892.44 |  |  |
| Supplies/ Services |  | 1616 0.55 |  |  |
| 3rd Par ty |  | 8409.39 |  |  |
| Grants |  | 300 0.0 0 |  |  |
| Allot ments |  | 8101.68 |  |  |
| Markets |  | 0.00 |  |  |
| Comm unity Plan |  | 0.00 |  |  |
| Ground M ainten ance |  | 14967.18 |  |  |
| Civic Hospitalit y |  | 56.50 |  |  |
| Ranger |  | 41433.48 |  |  |
| Whit ehaven In Bloom |  | 9875.19 |  |  |
| Ward Grants |  | 1180.00 |  |  |
| Elections |  | 0.00 |  |  |
| Envi ro nm ental Im pro vem ents |  | 17688.42 |  |  |
| Eve nt s |  | 18540.37 |  |  |
| Contin gencies |  | 3082.23 |  |  |
| Reserves  VAT (to be reclaim ed) |  | 1500.00  24321.91 |  |  |
| **TOTAL EXPEN DITURE** | | £ **261 , 9 0 4 .87** |  | |
| **CASH BOOK BALANCE** | |  |  | |
| Bro ught forward | | £ 4 71,765. 1 0 |  | |
| Income | | £ 4 69,4 0 8.06 |  | |
| Expendi t ure  **Town Council Fun ds** | | £ 26 1 ,9 0 4.87  £ 679,26s . 29 1 |  | |
| **BANK BALANCES** | |  |  | |
| CBS 53905917 (19/01/ 2022) | | 230,77 1. 81 |  | |
| CBS 539 0 6216 (19/01/ 20 22) | | 450,4 00 .11  £ Gs 1 ,111 .92 1 |  | |

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**Unpresented Cheques**

**FINA NCIAL POSITION**

1,9 0 3.63

1£ 679,2Gs .29 1



**WHITEHAVEN TOWN COUNCIL Appendix 3**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **INCOME 2020-2021** |  | | | |
| **Date** | **Item** | **Precept** | **Interest** | **Other** |
| 01.04.2021 | Allotment Rents 2021/2022 |  |  | 2460.00 |
| 14.04.2021 | Allotment Rents 2021/2022 |  |  | 470.00 |
| 15.04.2021 | Allotment Rents 2021/2022 |  |  | 100.00 |
| 15.04.2021 | HMRC - VAT Refund - March 2021 |  |  | 2339.13 |
| 19.04.2021 | Allotment Rents 2021/2022 |  |  | 100.00 |
| 30.04.2021 | 2021-2022 Precept | 433573.86 |  |  |
| 30.04.2021 | Allotment Rents 2021/2022 |  |  | 260.00 |
| 04.06.2021 | CBC - Refund |  |  | 24.60 |
| 07.06.2021 | Allotment Rents 2021/2022 |  |  | 450.00 |
| 11.06.2021 | HMRC - VAT Refund - May 2021 |  |  | 2496.39 |
| 14.06.2021 | HMRC - VAT Refund - April 2021 |  |  | 1860.36 |
| 17.06.2021 | Allotment Rents 2021/2022 |  |  | 40.00 |
| 23.06.2021 | Sellafield Sponsorship |  |  | 3000.00 |
| 28.06.2021 | Allotment Rents 2021/2022 |  |  | 291.00 |
| 30.07.2021 | Allotment Rents 2021/2022 |  |  | 310.00 |
| 13.08.2021 | Allotment Rents 2021/2022 |  |  | 90.00 |
| 16.08.2021 | HMRC - VAT Refund - June & July |  |  | 3815.79 |
| 24.08.2021 | Cumbria County Council Grant |  |  | 3290.00 |
| 03.09.2021 | Cumb ria County Council Grant |  |  | 3737.00 |
| 17.09.2021 | Refund - CBC former office rent |  |  | 81.74 |
| 17.09.2021 | HMRC - VAT Refund August |  |  | 1439.63 |
| 20.09.202 1 | Refund - Viking Payments |  |  | 308.48 |
| 14.10.2021 | HMRC - VAT Refund September |  |  | 4118.88 |
| 21.10.2021 | Copeland Veterans Group - Unspent Grant |  |  | 209.71 |
| 18.11.2021 | HMRC - VAT Refund - October |  |  | 1988.47 |
| 16.12.2021 | Allotment Rents 2021/2022 |  |  | 16.66 |
| 16.12.2021 | HMRC - VAT Refund - November |  |  | 2536.36 |

**433573.86 0.00** I **35834.20 14694os.o6 I**



**APPENDIX4**

**lnvc>i\_\_c\_e \_s paid by Whitehaven Town Councli during December2021**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Supplier** | **Category** | **Detail** | **Total Amount** | | **Power** | **Transaciton** |
|  | Eden Springs (UK) Ltd | Supplies & Services | Environmental Levv - December 2021 | £ | 2.16 | slllLGA 1972 |  |
|  | Bauer Radio Ltd | Events | VAT for professional fees 22.07.2020 - 23.11.2020 | £ | 642.20 | slllLGA 1972 |  |
|  | J & R Bennett | Events | Winter Bedding Plants 2021/2022 | £ | 2,407.32 | s144 LGA 1972 |  |
|  | Copeland Borough Council | 3rd Party | Allotment and Pigeon Loft Maintenance Contract - Dec 2021 | £ | 717.42 | s23 Allotments Act 1908 |  |
|  | Copeland Borough Council | 3rd Party | Grass Cuttine Cont ract - Dec 2021 | £ | 1,995.62 | slllLGA 1972 |  |
|  | Copeland Borough Council | 3rd Party | Assistant Ranger Contract - Dec 2021 | £ | 2,199.02 | slllLGA 1972 |  |
|  | Copeland Boro ugh Council | 3rd Partv | Raneer Contract - Dec 2021 | £ | 3,325.44 | slllLGA 1972 |  |
|  | RBL Poppy Appeal | **Event s** | 5 x poppy wreaths | £ | 92.00 | s137 LGA 1972 |  |
|  | Lockhart Leisure Ltd | **Events** | Marauee Hire - 03.12.2021 | £ | 1,944.00 | s144 LGA 1972 |  |
|  | Copeland Borough Council | 3rd Party | Contribu ti on for the upkeep and planting in St Nicholas Gardens 2021/2022 | £ | 17,688.42 | s144 LGA 1972 |  |
|  | Sharo Business Svstems | Suoolies & Services | Photocopier charees from 18.10.2021- 28.11.2021 | £ | 53.68 | slllLGA 1972 |  |
|  | Easby Orwell Ltd | Supplies & Services | Advertsing in Cumbri a Guide 2021/2022 | £ | 4,428.00 | s144 LGA 1972 |  |
|  | Sharo Business Svstems | Suoolies & Services | Photocopier charges from 14.05.2021- 18.10.2021 | £ | 224.29 | slllLGA1972 |  |
|  | Mr CJ Hayes | Employees & Allowances | Re-imbursement for payment to Ink Design for Mayors ChristmasCards | £ | 66.00 | slllLGA 1972 |  |
|  | Bauer Radio Ltd | Events | CFM East Airtime (funded bv CCC grant) | £ | 77.51 | s144 LGA 1972 |  |

£ 35,863.08

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**WTC 27/01/2022**

**Item 7**

**2022/23 WHITEHAVEN TOWN COUNCIL REVENUE BUDGET AND PRECEPT**

**PURPOSE AND RECOMMENDATION OF THE REPORT**

This report is presented to the Town Council to consider and approve the 2022/23 Whitehaven Town Council's Revenue Budget and Precept.

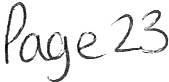
**RECOMMENDATIONS**

**The Town Council is recommended to:**

1. **Consider the proposed 2022/23 Revenue Budget and Precept;**
2. **Make any proposed amendments;**
3. **Subsequent to a) and b), approve the 2022/23 Revenue Budget and Precept; and**
4. **Agree that the Chairman and Clerk sign the Precept 2022/23 Form received from Copeland Borough Council to advise Copeland Borough Council of the approved Whitehaven Town Council Precept for 2022/23 to inform the setting of the overall Council Tax requirement for 2022/23.**
   1. **INTRODUCTION**
   2. A Budget Setting Advisory Group Meeting comprising those members on the Policy, Resources and Finance Committee was held on 22nd November 2021, 29th November 2021,13th December 2021 and 20th January 2022 to discuss budget proposals for 2022/23 and make recommendations to Full Council.

The 2022/23 Revenue Budget has been compiled based on the Budget Setting Advisory Group meeting of Councillors.

* 1. The Parish Council Tax bases have been received and the precept has been calculated as shown at Appendix C.
  2. It is necessary for the Town Council to consider a budget plan which then determines the precept for the following year. This report aims to set down proposals for that budget for consideration by this Council.
  3. **2022/23 REVENUE BUDGET PROPOSALS**
  4. **Appendix A** sets down the proposed budgets by objective heading in accordance with the appropriate accounting codes of practice and as agreed by Councillors in previous meetings.
  5. It is important that the Council gives due consideration to each aspect of the proposed 2022/23 Revenue Budget and considers carefully the



level and purpose of any reserves - be that contributions to reserves or use of reserves. It was recommended that £20,000 be earmarked to Events.

* 1. **2022/23 COUNCIL TAX BASE**
  2. **Appendix B** illustrates the calculated Council Tax Base for the Whitehaven Town Council area for 2022/23. This assumes a 98% collection rate in line with Copeland Borough Council and includes a slight increase in the Band D equivalent from 6778.92 to 6820.90.
  3. **2022/23 PRECEPT**
  4. Based on the proposals outlined in Append ix A and the 2022/23 Council Tax Base set out in Appendix B, this would equate to an 5.07% increase in the Town Council Precept for 2022/23. The Precept would be £66.79 per Band D equivalent property for 2022/23 (for 2021/22 it was £63.96) an increase annually of £3.22 which equates to £0.06.2p per week. This is calculated as 6820.90 Band D equivalents multiplied by £66.7938 equals £455,593.93. The Council will be paid £455,593.93 because when Copeland Borough Council sets the Council Tax it will be based on £455,593.93 / 6820.90 =

£66.7938 (see Appendix C).

* 1. **CONCLUSIONS/RECOMMENDATIONS**
  2. Copeland Borough Council must set its Net Budget Requirement and Council Tax Requirement by the end of February 2022 and therefore they require our precept figures by the end of January 2022 to give them time to do all the tables for the overall Council Tax report. This report of Whitehaven Town Council forms part of the process to ensure that legal requirement is met. If Copeland Borough Council have not received a precept from the Town Council before they do their calculations and set the Council Tax, they can effectively set the precept for us which cannot be more that the highest precept set in the previous 3 years. It is recommended that the Council: -
     1. **Considers the proposed 2022/23 Revenue Budget and Precept;**
     2. **Makes any proposed amendments;**
     3. **Subsequent to a) and b) above, approves the 2022/23 Revenue Budget and Precept; and**
     4. **Agrees that the Chairman and Clerk sign the Precept 2022/23 Form received from Copeland Borough Council to advise Copeland Borough Council of the approved Whitehaven Town Council Precept for 2022/23 to inform the setting of the overall Council Tax Requirement for 2022/23**

**Appendices**

**Appendix A: 2022/23 Revenue Budget Proposals Appendix B: 2022/23 Council Tax Base Appendix C: Precept Calculation**



**WHITEHAVEN TOWN COU NCIL 2 0 2 2/ 23 BUD GET PROPOSALS Appendix A**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **BUDGET PROPOSALS 2022 / 23** |  | |
|  | **EXPENDI TURE (Ne t of VAT)** | **2022/ 23 Budget** | |
|  | **CORE ACTIVITIES** |  | |
| **Emp loyees** & **Allow ances** | Salaries | 105000.00 | |
|  | Office Con sumables | 500.00 | |
|  | Members Expenses (Travel and Subsistence) | 700.00 | |
|  | Mayor 's Allowance (for expenses incurred whilst |  | |
|  | in office) | 3063.00 | |
|  | Staff Development & Training | 2000.00 | |
|  | Member Development & Training | 2000.00 | |
| **Premises** | Wat er Rates | 600.00 | |
|  | Energy Charges | 7000.00 | |
|  | Annual Safety Checks | 2500.00 | |
|  | Repair & Maintenance | 5000.00 | |
|  | Archit ect Cos t s | 9000.00 | |
|  | Refuse Col lect ion | 100.00 | |
|  | Office Renovation | 25000.00 | |
|  | Meeting Room Hire | 1500 .00 | |
|  | NNDR (fo rme r Whitehaven News Office) | 11500.00 | |
| **Supp lies** & **Services** | Telephone & Broadband (BT) | 1200.00 | |
|  | IT (Westcom) | 2000.00 | |
|  | Websit e mai nt enance | 2500.00 | |
|  | Zurich Insurance | 4000.00 | |
|  | Phot ocop ier/ Pri nting | 2000 .00 | |
|  | Stationery | 500.00 | |
|  | Postage | 400 .00 | |
|  | Advertising | 4000.00 | |
|  | Subs - CALC | 2000.00 | |
|  | Subs - Other | 500.00 | |
|  | Miscell aneous | 500.00 | |
| **3rd Party** | Int ernal Auditor | 500.00 | |
|  | External Auditor | 3000.00 | |
|  | Allotments | 12000.00 | |
|  | Elections | 5000 .00 | |
|  | Ranger | 35005 .88 | |
|  | Assistant Ranger | 22269.97 | |
|  | **SUB TOTAL** | £ | **272 ,8 38.85** |
|  | **OPTIONAL ACTIVITIES - to be decided** |  | |
| **3rd Party** | Ward Grants | 24000.00 | |
|  | Commun ity Gran ts | 10000.00 | |
|  | Grounds M ain t enanc e (grass cuttings) | 20455.08 | |
|  | Chri st mas Lights infr astruct ure (for repairs and pt | 15000.00 | |
|  | Christmas Lights (erection of) | 24800.00 | |
|  | Other Environmental Improvements | 35000.00 | |
|  | Bus Shelters, Bins and Seats | 10000.00 | |
| **Events** | Civic Hospit ality | 1500.00 | |
|  | Whit ehaven in Boom | 12000.00 | |
|  | Events | 25000 .00 | |



Cont in ge ncy Sum for Unforseen Events 5000.00

**TOTAL EXPENDITURE** £ **455,593 .93**



|  |  |  |
| --- | --- | --- |
|  |  | |
|  | **INCOME** | **2022/23**  **Budget** |
|  |
|  | Precept | 455593.93 |
| All otment s/ Pigeon Lofts | 5000.00 |
| Bank Int erest | 4000.00 |
|  | **Total Income** | **464593.93** |

|  |  |
| --- | --- |
| **COUNCIL RESERVES ESTIMATED** |  |
| **Reserve** | Estimate at 1/4/22 |
| General reserve | 580,000.00 |
| Earmarked reserves (Events | 20,000.00 |
| **Total reserves** | **600,000.00** |



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**2022-** , 8

**COUNCIL TAX BASE CALCULATION 23**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | | | | | | | **BANDS** | |  | | | | | | | |
| **WH** | **Seq\_id** | **Whitehaven** | **A-** | | **A** | | **B** | **C** | **D** | | **E** | **F** | **G** | | **H** | | **Total** | |
|  |  | Dwellings on VO List as at 13 December |  | |  | |  |  |  | |  |  |  | |  | |  | |
| 1/1 | WH1/1 | 2021 | 0 | | | 7765 | 1796 | 1354 | | 918 | 243 | 38 | | 0 | | 8 | | 12122 |
|  |  | Estimated additional new dwellings |  | | | 27 | 1 | 3 | | 19 | 1 | 3 | |  | |  | | 54 |
|  |  | Estimated deleted dwellings | 0 | | | 0 | 0 | 0 | | 0 | 0 | 0 | | 0 | | 0 | | 0 |
| 2/1 | WH2/1 | Exemptions | 0 | | | 206 | 23 | 29 | | 8 | 2 | 0 | | 0 | | 1 | | 269 |
| 5/1 | WH5/1 | Disabled reductions | 0 | | | 37 | 8 | 13 | | 5 | 1 | 2 | | 0 | | 3 | | 69 |
| 6/1 | WH6/1 | Adjustment for disabled reductions | 37 | | | 8 | 13 | 5 | | 1 | 2 | 0 | | 3 | | 0 | | 69 |
| 8/1 | WH8/1 | No. of single person discounts | 5 | | | 3324 | 602 | 323 | | 167 | 25 | 5 | | 0 | | 0 | | 4451 |
| 9/1 | WH9/1 | No. entitled to a 25% discount | 0 | | | 73 | 18 | 10 | | 7 | 0 | 0 | | 0 | | 0 | | 108 |
| 10/1 | WH10/1 | No. entitled to 2 x 25% discount | 1 | | | 1 | 3 | 2 | | 3 | 0 | 1 | | 3 | | 1 | | 15 |
| 2/10 | WH2/10 | Standard Empty | 0 | | | 0 | 1 | 0 | | 0 | 0 | 0 | | 0 | | 0 | | 1 |
| 1/11 | WH1/11 | Second Homes Class A | 0 | | | 0 | 0 | 0 | | 0 | 0 | 0 | | 0 | | 0 | | 0 |
| 1/10 | WH1/10 | Second Homes Class B | 0 | | | 139 | 23 | 16 | | 7 | 3 | 0 | | 0 | | 0 | | 188 |
| 2/6 | WH2/6 | Uninhabitable discount | 0 | | | 24 | 9 | 8 | | 4 | 2 | 0 | | 0 | | 0 | | 47 |
| 2/6 | WH2/6 | Unoccupied discount 28 days |  | | | 4 |  |  | |  |  |  | |  | |  | | 4 |
| 3/6 | WH3/6 | Unoccupied discount 2 to 6 months |  | | | 22 | 5 | 2 | |  |  |  | |  | |  | | 29 |
| D4 | WHD4 | Long term empty |  | | | 69 | 20 | 7 | | 1 |  |  | |  | | 1 | | 98 |
| 4/8 | WH4/8 | Long term empty premium over 2 years | 0 | | | 51 | 1 | 0 | | 0 | 0 | 0 | | 0 | | 0 | | 52 |
| 3/9 | WH3/9 | Long term empty premium over 5 years | 0 | | | 15 | 1 | 0 | | 0 | 0 | 0 | | 0 | | 0 | | 16 |
| 3/9. | WH3/9. |  |  | | |  |  |  | |  |  |  | |  | |  | |  |
| 1 | 1 | Long term empty premium over 10 years |  | 0 | | 13 | 0 | 0 | | 1 | 0 | 0 | | 0 | | 0 | | 14 |
|  |  | **Total dwellings liable to 100% tax** |  | **31** | | **3822** | **1096** | **952** | | **735** | **213** | **33** | | **0** | | **2** | | **6884** |
|  |  | **Discount Calculations** |  |  | |  |  |  | |  |  |  | |  | |  | |  |
|  |  | Single person discount | 0.25 | 3.75 | | 2547.75 | 465 | 249.75 | | 130.5 | 18.75 | 3.75 | | 0 | | 0 | | 3419.25 |
|  |  | All disregarded and standard empty | 0.50 | 0.5 | | 0.5 | 2 | 1 | | 1.5 | 0 | 0.5 | | 1.5 | | 0.5 | | 8 |
|  |  | **Standard Discounts** |  |  | |  |  |  | |  |  |  | |  | |  | |  |
|  |  | Second home Class A and B | 0.10 | 0 | | 125.1 | 20.7 | 14.4 | | 6.3 | 2.7 | 0 | | 0 | | 0 | | 169.2 |
|  |  | Long term empty | 0.50 | 0 | | 34.5 | 10 | 3.5 | | 0.5 | 0 | 0 | | 0 | | 0.5 | | 49 |
|  |  | Uninhabitable discount | 1.00 | 0 | | 0 | 0 | 0 | | 0 | 0 | 0 | | 0 | | 0 | | 0 |
| Unoccupied discount | | | 1.00 | 0 | | 0 | 0 | 0 | | 0 | 0 | 0 | | 0 | | 0 | | 0 |
| ::D | Empty premium over 2 years | | 0.50 | 0 | | 25.5 | 0.5 | 0 | | 0 | 0 | 0 | | 0 | | 0 | | 26 |
|  | Empty premium over 5 years | | 0.50 | 0 | | 7.5 | 0.5 | 0 | | 0 | 0 | 0 | | 0 | | 0 | | 8 |
| ('v | Empty premium over 10 years | | 0.50 | 0 | | 6.5 | 0 | 0 | | 0.5 | 0 | 0 | | 0 | | 0 | | 7 |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **Total dwellings with standard** |  | | | | | | | | | | |
| **discounts** |  | **4.25** | **2747.35** | **498.7** | **268.65** | **139.3** | **21.45** | **4.25** | **1.5** | **1** | **3686.45** |
| **Additional tax base raised tech** |  |  |  |  |  |  |  |  |  |  |  |
| **reforms** |  |  |  |  |  |  |  |  |  |  |  |
| Second home Class A and B | 0.00 | 0 | 13.9 | 2.3 | 1.6 | 0.7 | 0.3 | 0 | 0 | 0 | 18.8 |
| Long term empty | 0.00 | 0 | 34.5 | 10 | 3.5 | 0.5 | 0 | 0 | 0 | 0.5 | 49 |
| Uninhabitable discount | 0.50 | 0 | 12 | 4.5 | 4 | 2 | 1 | 0 | 0 | 0 | 23.5 |
| Unoccupied discount up to 28 days | 1.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Unoccupied discount 2 to 6 months | 0.00 | 0 | 22 | 5 | 2 | 0 | 0 | 0 | 0 | 0 | 29 |
| Empty premium over 2 years | 2.00 | 0 | 76.5 | 1.5 | 0 | 0 | 0 | 0 | 0 | 0 | 78 |
| Empty premium over 5 years | 3.00 | 0 | 37.5 | 2.5 | 0 | 0 | 0 | 0 | 0 | 0 | 40 |
| Empty premium over 10 years | 4.00 | 0 | 45.5 | 0 | 0 | 3.5 | 0 | 0 | 0 | 0 | 49 |
| **Total additional tax base raised** |  | 0 | **241.9** | **25.8** | **11.1** | **6.7** | **1.3** | **0** | **0** | **0.5** | **287.3** |
| 19/1 | WH19/1 | Family annex discount |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
|  |  | **Total net of discounts** & **exemptions** |  | **35.25** | **6811.25** | **1620.5** | **1231.75** | **881** | **235.75** | **37.25** | **1.5** | **3.5** | **10857.75** |
|  |  | **BAND D EQUIVALANT** |  | **19.58** | **4540.83** | **1260.39** | **1094.89** | **881.00** | **288.14** | **53.81** | **2.50** | **7.00** | **8148.14** |
|  |  | **CTRS ADJUSTMENTS** |  | 8057.6 | 2215049. | 119658. | 65006.0 | 20468. | 4058.6 | 1479.5 |  |  | 2433778. |
| 3/5 | WH3/5 | Total current CTB per band |  | 9 | 6 | 7 | 7 | 4 | 9 | 1 | 0 | 0 | 7 |
|  |  |  |  | 1138.0 |  |  |  | 2048.5 | 2503.7 | 2959.0 | 3414.2 |  |  |
|  |  | Total charge per Band incl. Parish precept |  | 8 | 1365.7 | 1593.32 | 1820.93 | 5 | 8 | 2 | 5 | 4097.1 | 20940.73 |
|  |  | No. of dwellings removed due to CTS  scheme |  | 7.08 | 1621.92 | 75.1 | 35.7 | 9.99 | 1.62 | 0.5 | 0 | 0 | 1751.91 |
|  |  | Ratio to Band D  **BAND D EQUIVALENT Dwellings** |  | 5/9 | 6/9 | 7/9 | 8/9 | 9/9 | 11/9 | 13/9 | 15/9 | 18/9 |  |
|  |  | **removed** |  | **3.93** | **1081.28** | **58.41** | **31.73** | **9.99** | **1.98** | **0.72** | **0.00** | **0.00** | **1188.04** |
|  |  | **TOTAL BAND D EQUIVALANTS** |  | **15.65** | **3459.55** | **1201.98** | **1063.16** | **871.01** | **286.16** | **53.09** | **2.50** | **7.00** | **6960.10** |
|  |  | Collection rate | 98% |  |  |  |  |  |  |  |  |  |  |
|  |  | **TOTAL ESTIMATED TAX BASE** |  |  |  |  |  |  |  |  |  |  | **6820.9** |

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PARISH PRECEPT AND COUNCIL TAX 2022-23

*Parish*

Whitehaven

*Select*

@ Precept Cash Amount

Q Precept Band O Amount

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|  |  |  |
| --- | --- | --- |
| FOR INFORMATION | | |
| Taxbase | Taxbase | Taxbase |
| 2021-22 | 2020/21 | Change |
| £ | £ |  |
| 6,820.90 | 6,778.92 | -100.00% |

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ENTER CASH AMOUNT ►·

£

455,593.93

Band D Band D Band D Band D Amount Amount Amount Amount

2022-23 2021-22 Change Change

£ £ £

66.79 63.57 3.22 5.07%

|  |  |  |  |
| --- | --- | --- | --- |
| Cash  Precept | Cash  Precept | Cash  Precept | Cash  Precept |
| 2022-23 | 2021-22 | Change | Change |
| £ | £ | £ |  |

455,593.93 433,573.86 22,020.07 5.08%

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Council Tax by Band** |  | | | | | |
|  | Band A- \* | Band A | Band B Band C Band D Band E | Band F | Band G | Band H |
|  | £ | £ | £ £ £ £ | £ | £ | £ |
| 2022-23 | 37.11 | 44.53 | 51.95 59.37 66.79 81.63 | 96.47 | 111.32 | 133.58 |
| 2021-22 | 35.31 | 42.38 | 49.44 56.50 63.57 77.69 | 91.82 | 105.94 | 127.13 |
| Change | 1.79 | 2.15 | 2.51 2.87 3.22 3.94 | 4.66 | 5.37 | 6.45 |
| Change | 5.07% | 5.07% | 5.07% 5.07% 5.07% 5.07% | 5.07% | 5.07% | 5.07% |
| \* Di sabled | | | | | | |

|  |  |  |
| --- | --- | --- |
| **Certificate** |  |  |
| Amount Required |  | £ |
| Cash Amount |  | 455,593.93 |
| Band D Amount  Clerk / Chairperson |  | 66.79  - |
| Email | I |  |
|  |
|  |
| Telephone number |  |  |
|  |  |  |
| Date | I | |

**WTC 27/01/22**

**Item 8**

# RECOMMENDATIONS MADE BY EVENTS ADVISORY GROUP

Purpose of Report and Recommendation

To inform Members of recommendations made at a meeting of the Events Advisory Group on 12 th January 2022 and to approve the same.

* 1. **INTRODUCTION**
  2. At the Council Meeting on 2ndth December 2021 it was agreed that the following events for the Queens Platinum Jubilee in June 2022 be approved and organised Minute 1900/21 refers);-
     + Bunting to be put up in Town and Harbourside
     + Photo exhibition in Marquee in St Nicholas Gardens
     + Continental Market on Harbour side
     + Possible Viking village re-enactment in St Nicholas Gardens over the Jubilee weekend (yet to be confirmed)
  3. Following a meeting of Members of the Events Advisory Group on 12th January 2022 the following unanimous recommendations were made:-

1. That 4 official Platinum Jubilee flags be purchased at a cost of approximately £20 per flag to be put up in each comer of St Nicholas Gardens.

ii. That an extra 200 metres of bunting and rope be purchased at a cost of approximately £225.00

111. That the Council makes a Resolution to suspend Financial Regulations to allow the Council's



contractor (CCC) to erect and dismantle the bunting throughout the town and harbourside at a cost of

£2500 + VAT and that following suspension the

reasons for suspension be considered and recorded together with an assessment of the risks

IV. That a hospitality event for the Council's sponsors and those who have helped the Council be held in the marquee on St Nicholas Gardens housing the Photographic Exhibition. Gerard Richardson said he would provide the wine free of charge and that cake would also be provided

* 1. The Clerk reported that she would be sending out an information pack to Councillors containing

information/suggestion s for local Community Organisations on what events could be organised by them for the Platinum Jubilee so that Councillors could circulate the pack to the Community Organisations in their Wards.

# RECOMMENDATION

* 1. It was recommended that:-
     1. That 4 official Platinum Jubilee flags be purchased at a cost of approximately £20 per flag to be put up in each comer of St Nicholas Gardens.

n. That an extra 200 metres of bunting and rope be purchased at a cost of approximately £225.00

m That the Council make a resolution to suspend Financial Regulations to

allow the Council's contractor to erect and dismantle the bunting throughout the town and harbourside at a cost of £2500 + VAT and

IV Having made the reso lution that the Counc il cons iders and records the reasons for suspension together with an assessment of the ris ks. These are as

fo llows:-

Reasons for Suspensio n ar e:



* CCC is a trusted and efficient contractor;
* It is a value for money, quality service;
* All problems/faults reported are rectified as soon as possible - usually if reported during a working day they are dealt with that day and certainly within 24

hours·

'

* CCC has all necessary equipment and machinery to

carry out the work;

* 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 staff;
* CCC will erect and dismantle the bunting at weekends or in the evening/early morning so as to cause minimal disturbance to traffic.

The Risks for the above are:

* There is a risk that the work could be done cheaper by another contractor but it is a very small risk.

v That a hospitality event for the Council's sponsors and those who have helped the Council be held in the marquee in St Nicholas Gardens housing the Photographic Exhibition. Gerard Richardson said he would provide the wine free of charge and that cake would also be provided.



**WTC 27/01/2022**

**Item 9**

**RECOMMENDATIONS FROM THE ALLOTMENT ADVISORY GROUP**

**Purpose of the Report**

To update Members on Whitehaven Town Council owned allotments and to approve the recommendations contained within the report.

**1.0 INTRODUCTION**

The Town Council own and manage 4 Allotment Sites within the Parish of Whitehaven.

* 1. **PRESENT POSITION**
  2. A meeting of the Allotment Advisory Group took place on 17th January 2022 via the Zoom Platform. In attendance were Councillor Rayson, Councillor Gill, The Clerk, The Assistant Clerk and the site reps from Cartgate, and Crow Park. Apologies had been received from the site rep at Midgey and Councillor E Dinsdale. Councillor G Dinsdale emailed her apologies as she had attempted to join the meeting whilst it was in progress but this had not been possible.
  3. The Assistant Clerk informed the attendees of the following:
     + 17b and 24 Midgey were vacant;
     + 18b, 23b, 30a, 30b, 31 and 33 Crow Park were vacant;
     + 16a, 16b, 22b, 27b and 33 Cartgate were vacant;
     + There were 31 people on the waiting list;
     + The weed membrane had been ordered and was due to be collected by Town Council Rangers the following day and that work would commence next week in strimming and laying the membrane down on the vacant plots;
     + That further to minute ref 1849/21 (iii) where Councillors had agreed to install steps on a grassy bank at Crow Park, a different approach had been taken following consultation with the Maintenance Contractor and the site rep where it had been identified that other tenants would have difficulty in using wheelbarrows to remove/take things to their plots due to steps being installed, so to address this issue, hand rails had been installed and 'Take Care' signs had been installed;



* + - That a tenant on Sneckyeat had written to the Council to inform us that he was not able to work his plot due to ill health and had requested that his tenancy be transferred to his son who had helped him cultivate the plot for the past two years;
    - That the new procedure for non-cultivation had been implemented and inspections were due again the following week;
    - The situation with the disabled plot at Midgey was discussed as the tenant had recently passed away.
  1. Queries/issues raised by the site rep at Crow Park were:
     + A replacement lock for the access gate - *This had been raised with CBC and was being chased up by The Rangers;*
     + Had noticed rabbit droppings on the site and asked if the issue with fencing had been progressed - *Land adjacent to the site is owned by Woodland Trust and problems of this nature was to be expected. The Rangers to check the perimeter fencing to see if there were any holes and to report back;*
     + Need for regular checks on plots not being cultivated - *This was now being done on* a *monthly basis and non­ cultivation letters issued the day after and* a *follow up inspection was carried out 28 days later;*
     + If all the plots on Crow Park had been tenanted - *Informed of vacant plots 1Bb, 23b, 30a, 30b, 31 and 33. Was also told that plots 30a and 30b had proved difficult to let due to steep/limited access;*
     + Request for all vacant areas which did not form part of an existing plot to be sprayed with weedkiller to prevent seeds from weeds becoming airborne and contaminating other plots - *Informed that there will be no spraying on any allotment sites due to the possibility of plots being contaminated with weedkiller and that areas are cut 4 times per year and that going forward the vacant plots were to be covered in weed membrane which should help alleviate some of the problem.*
  2. Queries/issues raised by the site rep at Cartgate:
     + Informed the meeting of 3 plots that were not being cultivated- *These will be picked up by The Rangers during the monthly inspection the following week and photos would be taken and non-cultivation letters would be issued;*
     + Asked if the Council would be providing skips for 2022/2023;



* + - Volunteered to show potential tenants around the site - *The Clerk thanked the rep for this and said it would be a great help to the office staff. The Assistant Clerk said she would arrange for appointments to take place.*
  1. It was recommended that:
     + The transfer of the tenancy of the plot at Sneckyeat be allowed;
     + That the tenant's wife be allowed to continue to cultivate the disabled plot and that the situation be revisited at a later date if required;
     + The action taken to replace the lock at Crow Park be approved;
     + The Ranger to check the perimeter fencing at Crow Park and report back any issues;
     + That the request to spray weedkiller on all vacant areas that are not part of an existing plot not be approved;
     + That skips should be supplied to each site in October 2022 and March 2023 and that quotes be sought and reported to **Full** Council;

**3.0 RECOMMENDATIONS**

Members are asked to note the information contained within the report and to approve the recommendations at 2.5 made by the Allotment Advisory Group.



**WTC 27/01/2022**

**Item 11**

**CHRISTMAS LIGHTS INFRASTRUCTURE**

**Purpose of the Report**

To inform Members of quotes received for the purchase of catenary wire and fittings and to decide which supplier to purchase the items from.

To inform Members of a quote received from Cumbria County Council for the erection of the catenary wire and to consider whether to suspend Financial Regulations in order that the quote be accepted and to consider the risks and recommendations at 1.5 and 2.3.

* 1. **INTRODUCTION**
  2. The Council's Christmas lighting contractor has evaluated the Christmas Lights Infrastructure as part of the ongoing upgrading and has recommended that the Council purchase 500mtrs of stainless-steel PVC 4mm catenary wire, 50 x 10mm stainless steel tensioners, 100 stainless steel eyelets and 100 stainless steel U-bolts.
  3. The catenary wire is to be installed on Lowther Street, Tangier Street and Market Place. There will be a surplus amount leftover which will be used for future repairs.
  4. Quotes have been sought from 5 suppliers and the quotes received are:
     + Supplier A
     + Supplier B
     + Supplier C

£1,451.28 + VAT

£1,851.85 + VAT

£1,282.50 + VAT

Two suppliers were not able to submit quotes as they did not stock the correct thickness of catenary wire (4mm).

* 1. Attached at Appendix 1 is a quote received from Cumbria County Council for the erection of catenary wire on Lowther Street, Tangier Street and Market Place. It is for £2,195.86 + VAT.

CCC Highways Lighting Department has erected, maintained and repaired the Christmas Lights and its infrastructure for the past few years.



In order for the catenary wire to be erected and where necessary 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 the "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 the 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. The reasons for the suspension are as follows:
     + CCC is a trusted and efficient customer;
     + It is a value for money, quality service;
     + All problems/faults reported are rectified as soon as possible - usually if reported during a working day they are dealt with that day and certainly within 24 hours;
     + CCC has all necessary equipment and machinery to carry out the work;
     + All required highways permission 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 staff;
     + CCC will erect the catenary wire at weekends or in the evening/early morning so as to cause minimum disturbance to traffic.

The Risks for the above are:

* + - There is a risk that the work could be done cheaper by another Contractor but it is a very small risk.
  1. **RECOMMENDATION**
  2. To consider the quotes to purchase the catenary wire and fittings and decide on which supplier to purchase the goods from.
  3. That the Council considers making a resolution to suspend the Financial Regulation 11 to allow CCC to erect and where necessary repair the catenary wire and if making the resolution;
  4. 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

£2,195.86 + VAT.



**WTC 27/01/2022**

**Item 12**

**CHRISTMAS LIGHTS UPGRADE**

**Purpose of the Report**

To inform Members of additional Christmas lights to be purchased to increase/replace existing stocks.

* 1. **INTRODUCTION**
  2. The Council's Christmas lighting contractor has evaluated the lighting stock as part of the ongoing upgrading of the Council's Christmas lights and has recommended that the Council purchase an additional 200mtr of 1mtr spacing festoon (to be installed on Tangier Street Duke Street and Market Place), 200mtr of icicle string lights or cluster lights (to be installed on Lowther Street), 20 x 16amp rectifiers and to use any leftover budget to purchase blue and white lamps for the festoon.
  3. Quotes have been sought from 4 suppliers and the quotes received for the items less the cost of lamps are as follows:

Supplier A Supplier **B**

Supplier C -

£3148.28 + VAT (lamps are £2.99 + VAT each)

£2443.00 + VAT (icicle lights)

£4443.00 + VAT (cluster lights, lamps are

£2.70 + VAT each)

£2356.00 + VAT (icicle lights)

£3716.00 + VAT (cluster lights, lamps are

£2.35 + VAT each)

Any further quotes received will be reported at the **Full** Council meeting.

* 1. **RECOMMENDATION**
  2. To consider the quotes and decide on which supplier to purchase the goods from.



**WTC 27/01/2022**

**Item 13**

**QUOTES FOR RE-ROUTING OF WIRING FOR DEFIBRILLATOR AT JOHNSON HOUSE**

**Purpose of the Report**

To inform Members of quotes received for the rerouting of wiring to the defibrillator at Johnson House and to consider the quotes received and to appoint an electrical contractor

* 1. **INTRODUCTION**
  2. At the Council Meeting on 2nd December 2021 it was resolved that the remedial work to the rerouting of wiring for the defibrillator at Johnson House be approved and the Council decide which contractor to appoint when quotes have been received (Minute1926/21 refers)
  3. The Council sought quotes from 6 local electrical contractors and the following quotes have been received:-

Electrical Contractor A - £260.00

Electrical Contractor B - £300.00 plus VAT Electrical Contractor C - £303.00 plus VAT Electrical Contractor D - £150.00

## RECOMMENDATION

2.1 That the Council considers the quotes received and appoints a Electrical Contractor to cany out the re-routing of the wiring for the defibrillator at Johnson House.



**WTC 27/01/2022**

**Item 14**

# ATTENDANCE AT MEETINGS

**Purpose of the Report**

To inform Members of an email received from a Councillor regarding attendance at Meetings and to explain the position.

* 1. **INTRODUCTION**
  2. At the Council Meeting on 26th August 2021 it was resolved that the Minutes will state that any apology for absence is noted and accepted and the reason for the apology recorded. It is open to the Council to not approve apologies for absence if they do not consider the reasons given to be good reasons.
  3. An email has been received from a Councillor to say that logistically they will be unable to attend any future meetings of the Town Council unless we can do blended meetings which means on a strict interpretation that they will not be able to attend Council Meetings from now until May 2023 for logistical reasons.
  4. I have responded to the Councillor to say that legally since 6th May 2021 it has not been possible to hold virtual Council Meetings or any blended or hybrid meetings . All Council Meetings must now take place face to face unless or until the law is changed.
  5. The only Council meetings that can be held virtually are Group Meetings where no decisions are being made only recommendations to full Council who then make the decision.



* 1. S85 (1) of the Local Government Act 1972 which is about the vacation of office by failure to attend meetings says "Subject to subsections (2) and (3) below, if a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority".
  2. The Councillor last attended a Council meeting on 26th August 2021. Between then and 2nd December the Councillor did not attend and gave no apology nor reason for absence. For the Council Meeting on 2nd December 2021 an apology was submitted without reason which was noted and accepted by the Council. It is being considered by NALC as to whether the acceptance of apologies where no reason was given and approved constitutes Council approval for the purposes of s85. If it does any six months period for the purposes of s85 will start again and run from 2nd December 2021. But their advice is awaited and will be reported to the Council Meeting.
  3. However if the advice from NALC is that acceptance of apologies has no effect unless reasons were also given and approved by the Council then the six months will end on 26th February 2022 (the Council Meeting is on 24th February 2022) and if there is a failure to attend the February Meeting and either no apologies are received or the apologies and the reason for the failure to attend are not approved by the Council on that date the Councillor will cease to be a Councillor. However in these circumstances it is possible for the Councillor to submit a written request to the Council (to reach the Council no later than 17th February 2022 so that it can be put on the Agenda) that a dispensation be granted from the six month rule giving their reasons for this request for consideration by the full Council on 24th February 2022. If the request is approved then the Councillor will remain a member of the Council.

