

WHITEHAVEN TOWN COUNCIL

Clerk to the Council:

Marlene Jewell

Telephone: 01946 67366

Chairman:

Councillor Graham Roberts

To: Members of the Whitehaven Town Council

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

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

Date: Thursday 28th June 2018

Time: 6.30pm

Signed.....*Marlene Jewell*.....Dated.....*20th June 2018*.....
Marlene Jewell, Clerk

AGENDA

1. Apologies for Absence

To receive apologies for absence

2. Declarations of Interest

To receive declarations of interests by elected members in respect of Agenda items

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

3. Minutes of the Council Meeting held on 31st May 2018

4. Public Participation

5. Planning Applications – to consider planning applications received

6. **Financial Report**
7. **Stagecoach** – to discuss a letter sent to the Chairman by Stagecoach and consider
8. **Audit and Governance Reports** – To consider the Audit and Governance Committee’s Notice of Decision received from Copeland Borough Council
9. **Report on Allotments, Whitehaven in Bloom, St Nicholas Gardens and Silent Soldiers**
10. **Councillor Matters**
11. **Date and Time of next Meeting**

IN PRIVATE

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

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

12. **Grant Applications** – To consider and award grants if appropriate in respect of grant applications received.
13. **Audit and Governance Reports** – To consider the Audit and Governance Committee’s Notices of Decisions received from Copeland Borough Council

WHITEHAVEN TOWN COUNCIL

Minutes of the Council Meeting held on 31st May 2018

Present: Councillors G Roberts (Chairman); B O’Kane ; J Forster; R Gill; J Kane; C Maudling; J Laine; J Rayson;

M. Jewell, Clerk and Responsible Financial Officer

V. Gorley Trainee Assistant Town Clerk

Members of the Public

Police

Press

991/18

Councillor O’Kane opened the meeting and informed the Council that Michael Guest had ceased to be a Councillor under section 85 of the Local Government Act 1972 due to non attendance. The Clerk gave a statement outlining the situation. Following heated exchanges Councillor O’Kane invoked Standing Order No.2 (Disorderly Conduct at Meetings) and proposed that in accordance with the Standing Order that Councillor Laine be removed from the meeting. This was seconded by Councillor Gill A recorded vote was held and the results were as follows:-

Councillor O’Kane	For
Councillor Roberts	For
Councillor Gill	For
Councillor Forster	For
Councillor Kane	For
Councillor Maudling	Against
Councillor Rayson	Against
Councillor Laine	Against

Councillor O’Kane asked Councillor Laine to leave the meeting. She refused and the Police were then called and Councillor Laine was escorted from the room.

Mr Guest refused to leave or move into the public gallery but was not allowed to take part in in any discussions or votes.

Councillor Rayson left the meeting after the vote and did not return. Councillor Roberts also left the meeting but returned before consideration of the following items.

992/18 **Appointment of Mayor (Chairman)**

Councillor Gill nominated Councillor Roberts as Mayor and this was seconded by Councillor Maudling. No other nominations were received and it was unanimously

RESOLVED – That Councillor Roberts be elected Mayor for the ensuing year. Councillor Roberts then signed the Declaration of Acceptance of Office.

Councillor O’Kane then thanked everyone for their support in the last year and wished Councillor Roberts all the best for the ensuing year.

993/18 **Appointment of Deputy Mayor (Deputy Chairman)**

Councillor Forster nominated Councillor Gill as Deputy Mayor and this was seconded by Councillor Roberts.

Councillor Kane nominated Councillor Maudling and this was seconded by Councillor O’Kane. Councillor Gill then said he would stand down and it was unanimously

RESOLVED – That Councillor Maudling be elected Deputy Mayor for the ensuing year. Councillor Maudling then signed the Declaration of Acceptance of Office.

Councillor Laine was then allowed to come back into the meeting.

994/18 **Apologies for Absence**

Apologies for absence were received from Councillor Lowrey and Councillor Poland

995/18 **Minutes of the Meeting held on 26th April 2018**

Councillor Gill moved that the Minutes be approved and signed by the Chairman as a correct record. This was seconded by Councillor Roberts
Councillor Laine wished her vote to be recorded and voted to abstain.

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

996/18 **Declarations of Interest**

Councillor Maudling said he was a member of CBC Planning Panel
Councillor O’Kane said he was a member of CBC Planning Panel
Councillor Roberts said he was a member of CCC

997/18 **Public Participation**

There was no public participation

998/18 **Mayor/Chairman's Allowance**

The Council considered a report on the Mayor/Chairman Allowance. Councillor Laine proposed that the report and its recommendations be approved and this was seconded by Councillor Maudling.

RESOLVED – (i) That the Report be approved and the expenses of the office of Mayor be defined as in paragraph 1.7 of the report and
(ii) That the Mayor's Allowance continues to be administered in the office and the Mayor is reimbursed on production of a receipt for the expenditure incurred provided that it is expenditure specified in 1.7 of the report.

999/18 **Planning Applications**

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

RESOLVED – (i) That CBC be asked to supply background reports from officers relating to the conservation and environmental factors on the planning applications referred to the Town Council
(ii) That the Clerk inform the Planning Department that the Council had no representations to make on the planning applications shown at Appendix 1

1000/18 **Financial Report**

The Council considered a Financial Report. Councillor O'Kane proposed that the invoices shown at Appendix 1 be approved and paid. This was seconded by Councillor Gill

RESOLVED – (i) That the invoices shown at Appendix 1 be approved and paid

RESOLVED – (ii) That the Cash Book and Income and Expenditure shown at appendices 2 and 3 be approved and noted

1001/18 **Annual Return for Approval**

The Council considered a report on the Annual Return and The Clerk reported that the Annual Governance and Accountability Forms package for 2017/2018

which included the Annual Internal Audit Report had been received from the external auditors, PKF Littlejohn and had been completed pending approval by the Council as shown at Appendix 1 to the report ready for public inspection and submission to PKF Littlejohn.

It was proposed by Councillor Gill that Section 1 be approved and this was seconded by Councillor O’Kane
Councillor Laine wished it to be recorded that she voted against this

RESOLVED – (i) That Section 1 – The Annual Governance Statement 2017/2018 be approved and signed by the Chairman and the Clerk

It was proposed by Councillor Gill that Section 2 be approved and this was seconded by Councillor O’Kane.
Councillor Laine wished it to be recorded that she voted against this

RESOLVED – (ii) That Section 2 – Accounting Statements 2017/2018 be approved and signed by the Chairman and the responsible Financial Officer

For the procedural matters in (iii) and (iv) below Councillor Laine wished it to be recorded that she votes for these and it was:-

RESOLVED –(iii) That the Annual Return be advertised for public inspection to comply with the timescales and that Councillors be sent a copy of the Notice

RESOLVED – (iv) That the Annual Return be submitted to PKF Littlejohn by 11th June 2018.

1002/18 Report of Staffing Committee

In the absence of a Chair Councillor O’Kane said he was making a report in the absence of a chair and apologised because an Agenda had been issued with last year’s members on it and that the Staffing Committee had met to discuss that Agenda. He apologised for this and said it was an admin error. However that Agenda had no recommendations on it and when the error was pointed out Councillor O’Kane had said that a Staffing Committee would be held with the appropriate attendees. Councillor O’Kane said there had been a Staffing Committee meeting scheduled for tonight before the Council meeting but that it had not taken place as it was not quorate. He proposed that the items to be discussed be retained and kept for the first Staffing Committee meeting.

RESOLVED – That this be noted

1003/18 **Appointment to Policy and Resources and Finance Committee and Appointment to Staffing Committee and Appointment of Chairman and Deputy Chairman**

(i) The Council considered the appointment to The Policy and Resources and Finance Committee and it was :-

RESOLVED - That Councillor Roberts; Councillor Maudling; Councillor Forster; Councillor Laine and Councillor O’Kane be appointed to the Policy and Resources and Finance Committee for the ensuing year

(ii) The Council considered the appointment to the Staffing Committee and it was:-

RESOLVED – That Councillor Roberts; Councillor Maudling; Councillor Forster; Councillor Kane and Councillor Laine be appointed to the Staffing Committee for the ensuing year.

1004/18 **Appointment to Advisory Groups for Christmas Festivities, Whitehaven in Bloom and Allotments**

The Council considered a report on the appointment of Councillors to Advisory Groups and it was :-

RESOLVED - (i) That the Christmas Festivities Advisory Group be renamed the Events Advisory Group and that Councillor Maudling; Councillor O’Kane; Councillor Forster; Councillor Kane and Councillor Laine be appointed to the Events Advisory Group for the ensuing year

Councillor Gill proposed that the Whitehaven in Bloom Advisory Group remain as a separate Advisory Group and this was seconded by Councillor Forster. It was

RESOLVED – (ii) That Whitehaven in Bloom remain as a separate Advisory Group and

(iii) That Councillor Forster; Councillor Laine; Councillor O’Kane and Councillor Maudling be appointed to the Whitehaven in Bloom Advisory Group for the ensuing year

RESOLVED - (iv) That Councillor Forster; Councillor Laine and Councillor Gill be appointed to the Allotments Advisory Group for the ensuing year.

1005/18 **Report on the General Data Protection Regulations**

The Council considered a report on the General Data Protection Regulations and their impact on the Council.

The Clerk outlined the main provisions of the Regulations.

Councillor Gill proposed that the report and the recommendations be approved and this was seconded by Councillor Kane and it was:-

RESOLVED - That the Council approve the report and the recommendations contained therein.

1006/18 **Report of Allotments Advisory Group**

The Council considered a report on discussions at Allotment Advisory Group Meetings together with recommendations/requests made by the Group.

Councillor Gill proposed that the report and the recommendations contained therein be approved and this was seconded by Councillor O’Kane

RESOLVED – That the report and the recommendations contained therein be approved.

1007/18 **Report of Whitehaven in Bloom**

The Council considered a report from a meeting of the Whitehaven in Bloom Advisory Group and recommendations contained therein.

Councillor O’Kane said that Gen 2 had been requested to make two metal ships for flowers for next year.

Councillor O’Kane thanked Ian Latter and Stan Sanczuk for all their help.

Councillor Gill proposed that the report and the recommendations be approved and this was seconded by Councillor Maudling.

RESOLVED – That the report and the recommendations contained in paragraphs 2.1, 2.2 and 2.3 of the report be approved

1008/18 **Corruption in Copeland**

Mr Guest asked if he could make a statement about this and the Council agreed to this. He said:-

“ The only way this matter can properly be discussed is by case examples.

A number of complaints are presently before the Borough Council under the Code of Conduct which I understand concerns unlawful and possibly criminal conduct. It would be inappropriate to discuss such matters in public. It would

be best for the Town Council to let matters run their course. Does Whitehaven Town Council really wish to discuss individuals in a public meeting without their consent at a time when I understand the Information Commissioner is already investigating this Council over alleged unlawful downloading of personal data”.

1009/18 **Calendar of dates and times of Council Meetings, Committee and Advisory Group meetings for approval**

The Council considered a report on a calendar of dates and times for 2018/2019 for Council Meetings, Committee and Advisory Group Meetings for approval. The Clerk said the meeting dates were not set in stone and that it may be necessary to have additional meetings

RESOLVED – That the calendar of dates and times of Council Meetings, Committee and Advisory Group meetings for 2018/2019 be approved subject to the last date for Community Plan Workshops/Training being amended to read 13.03.19.

1010/18 **Councillor Ward Matters**

- (i) Councillor Kane said there was still an issue with Castle Park and that it was only cleaned officially on a Monday and a Friday and that the bins were overflowing every day. He said he would be bringing this up with CBC.
- (ii) Councillor Forster said there was to be a fun day on 23rd June just outside Kie Park with bouncy castles etc and that they could do with the Ranger as the grass was overtaking the park. The Clerk said that if an email could be sent detailing exactly where it was the Ranger would be sent up.
- (iii) Councillor Gill referred to the playing field next to Greenbank P & M Club and said that he had telephoned the office and that it had been very efficient and the grass had been cut the next day by the Ranger
- (iv) Councillor Gill referred to the graffiti on the Castle Park bandstand and said there was a swastika on it and asked that this be brought to CBC’s attention. Councillor Kane said there was always going to be a problem unless we had Enforcement.
- (v) Councillor O’Kane said he had received a request to ask if there was anything we could do as a Council for Bleach Green and was trying to arrange a meeting with parents to get their ideas. He said the play area had disappeared long ago.
- (vi) Councillor Maudling said that CBC Enforcement were now going to Castle Park two night a week at 8.30pm

- (vii) Councillor Maudling said that the traffic lights on Inkerman Terrace and Mirehouse were having an adverse effect on all businesses in the town centre. Councillor Kane said it also effected the residents of Midgey. Councillor Maudling said he had been contacted by residents of the valley, Irt Avenue, Esk Avenue etc who had complained about parking and that they couldn't get outside their own homes. Councillor Gill said the traffic going up Inkerman Terrace was backed back as far as McDonalds and that he had spoken to CCC Mike Hawkins who had said it was not CCC but Highways England and they had said that it was in their programme of work. Councillor Maudling asked if it could be brought to the attention of the MP. The Chairman and said he would contact the MP.
- (viii) Councillor Laine said she was surprised that Councillor Gill, seeing as it was in his Ward, had not mentioned the fires at Sandwith and Kells that had happened over the weekend. She said she had spoken to residents at Mirehouse who had also been concerned. Councillor Laine asked if the Council could bring it up with the Fire Service and ask them to do some talks in schools for pupils in the 15/16 age group.
- (vix) Councillor Laine referred to Mirehouse pigeon lofts – the CBC wagon had tipped out all the rubbish it had picked up and that she had spoken to Janice Carrol and James Hunter at CBC who had accepted that it had been a problem.
- (vx) Councillor Laine referred to the potholes on Mirehouse and wanted to know when the work was going to start as it had been promised and was in the budget.
- (xi) Councillor Laine said she had asked CCC for speed bumps outside Valley School and asked Councillor Roberts if he would take it up and he said there would have to be a business case. Councillor Laine said there wasn't a business case and said it was a risk factor that a child was going to die and that something needed to be done. She said it would be helpful if she could meet on site with someone from Highways. The Chairman said he would flag this up with Chris.
- (xii) Councillor O'Kane said he thought all schools needed this
- (xiii) Councillor Laine said she had dealt with a few vulnerable people in the past months and Councillors could do with some training on how they hand over safeguarding cases. She said the Council needed information on what to do.
- (xiv) Councillor Laine referred to the ramp access at St Bees Beach which was used by people on the parish and said it was eroding. She had been in touch with

CBC and they were going out next week to have a look at it and assess it and hopefully have it resurfaced.

(xv) Councillor Kane referred to the fires and said that 5 people had been arrested for setting fire to Morrisons. Councillor Laine said that there was still a lot of intelligence coming in on the fires and she had been giving out the email address for 101 so that people could report the incidents.

(xv) Councillor Kane said he had received complaints that the play area on Hillcrest at the bottom of The Crest and known as The Grange was overgrown.

1011/18 Date of next Council Meeting

RESOLVED - The date of the next meeting be 28th June 2016 at 6.30 pm

The meeting closed at 8.40pm

Chairman

WTC 28/06/2018

Item 5

Planning Application for Consideration by Whitehaven Town Council

<u>Application Number</u>	<u>Detail</u>
CH/4/18/2206/0L1	LISTED BUILDING CONSENT FOR REPLACEMENT SHOP FRONT 6 DUKE STREET, WHITEHAVEN
CH/4/18/2210/0F1	ATTIC CONVERSION INCLUDING WINDOW AND DOOR ALTERATIONS TO VARIOUS ELEVATIONS QUAY VIEW, 1 HIGH ROAD, KELLS, WHITEHAVEN
CH/4/18/2217/0L1	LISTED BUILDING CONSENT FOR REPLACEMENT OF FRONT WINDOWS (10 WINDOWS IN TOTAL ON 1 ST AND 2 ND FLOORS) 76 – 77 LOWTHER STREET, WHITEHAVEN
CH/4/18/2220/0F1	DEMOLITION OF GARAGE AND ERECTION OF TWO STOREY EXTENSION 1 CRAIG DRIVE, WHITEHAVEN
CH/4/18/2219/0F1	SEMI DETACHED DWELLINGS PLOTS 38/39, FORMER WHITE SCHOOL, KELLS, WHITEHAVEN
CH/4/18/2197/0F1	EXTERNAL ALTERATIONS TO INCLUDE NEW EXTERNAL HARD LANDSCAPING, NEW STEPPED & RAMPED ACCESS, NEW ENTRANCE CANOPY, NEW SIGNAGE FEATURE AND EXTERNAL ELEVATION UPGRADES (RE-CLADDING & RE-GLAZING) WHITEHAVEN HARBOUR YOUTH PROJECT, SWINGPUMP LANE, WHITEHAVEN
CH/4/18/2229/0F1	ERECTION OF ADDITIONAL STOREY; ADDITION OF FRONT GABLE EXTENSION & BASEMENT CONVERSION 6 ALDER CLOSE, WHITEHAVEN
CH/4/18/2230/0O1	OUTLINE APPLICATION (WITH SOME MATTERS RESERVED) FOR DEMOLITION OF EXISTING PUBLIC HOUSE/RESTAURANT AND ERECTION OF SEVEN DWELLINGS DISTRESSED SAILORS INN, EGREMONT ROAD, WHITEHAVEN
CH/4/18/2222/0F1	SINGLE STOREY CONSERVATORY EXTENSION TO REAR 42 KIRKSTONE ROAD, MIREHOUSE, WHITEHAVEN
CH/4/18/2224/0F1	FIRST FLOOR EXTENSION ABOVE EXISTING GARAGE TO PROVIDE ADDITIONAL BEDROOM 31 FERN GROVE, WHITEHAVEN
CH/4/18/2225/0L1	LISTED BUILDING CONSENT FOR REPLACEMENT PAINTWORK TO BUILDING 10 – 17 LOWTHER STREET, WHITEHAVEN

<u>Application Number</u>	<u>Detail</u>
CH/4/18/2226/OL1	LISTED BUILDING CONSENT FOR ALTERATIONS & ILLUMINATED SIGN TO CONVERT A GRADE 11 LISTED FORMER BANK INTO A BAR 66 LOWTHER STREET, WHITEHAVEN
CH/4/18/2236/OF1	SINGLE STOREY SIDE/REAR EXTENSION AND FRONT PORCH 13 BURTON HIGH CLOSE, WHITEHAVEN
CH/4/18/2238/OF1	CHANGE OF USE FROM B1/B2 TO D1. THE UNIT WILL BE USED FOR PERSONAL TRAINING & SMALL GROUP TRAINING UNIT 10F, SNECKYEAT ROAD INDUSTRIAL ESTATE, HENSINGHAM, WHITEHAVEN
CH/4/18/2248/OF1	FRONT PORCH, TWO STOREY SIDE EXTENSION & REAR LOBBY 3 ROTTINGTON ROAD, ST BEES
CH/4/18/2249/OF1	ERECTION OF DETACHED GARAGE 7 SNEBRO ROAD, WHITEHAVEN
CH/4/18/2251/OF1	ERECTION OF PREFABRICATED TIMBER SUMMER HOUSE GARDEN LAND ASSOCIATED WITH 3 WEST ROW, KELLS, WHITEHAVEN
CH/4/18/2250/TPO	CROWN RAISE ONE ALDER TREE TO 30% OF TREE HEIGHTS TO REDUCE EXCESSIVE OVERHANG AND SHADE TO THE REAR OF THE GARDEN OF ADJACENT PROPERTY AT 16F WELLINGTON ROW ST JAMES CHURCH YARD, HIGH STREET, WHITEHAVEN
CH/4/18/2256/001	OUTLINE APPLICATION FOR THE ERECTION OF A SINGLE DWELLING HOUSE LAND ADJACENT TO BLEACH GREEN FARM, VICTORIA 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 that the recommendations in paragraphs 3.1 and 3.2 be approved

1.0 INTRODUCTION

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

2.0 FINANCIAL POSITION

- 2.1 The bank reconciliation was carried out on 19th June 2018. This shows a balance of £561,897.12. There are however cheques to the value of £13,095.28 still to be presented and cleared.
- 2.2 The balance in the deposit account is £141,965.85.

3.0 RECOMMENDATION

- 3.1 The invoices listed and shown in Appendix 1 be approved and authorised for payment.
- 3.2 The Cashbook (Appendix 2) and the Income and Expenditure (Appendix 3) be noted.

28/06/2018

Appendix 1

Invoices for Consideration by Whitehaven Town Council

<u>Date</u>	<u>Supplier</u>	<u>Category</u>	<u>Detail</u>	<u>Total Amount</u>	<u>Power</u>
24/05/2018	Viking	Supplies & Services	A4 Copier Paper and Correction Fluid	£39.77	s111 LGA 1972
24/05/2018	Rosehill Youth Theatre	Premises	Hire of Ennerdale Room 09/05, 10/05, 11/05, 14/05, 17/05, 31/05/2018	£350.00	s111 LGA 1972
25/05/2018	Mrs V Gorley	3rd Party	Cutting of access key to Cartgate Allotment Site for new tenant	£6.00	Allotments Act 1908
28/05/2018	P Porter	Events	10 Hanging Basket Brackets	£175.00	s144 LGA 1972
30/05/2018	Copeland Borough Council	Premises	Service Charge 25.12.2017 - 24.03.2018, Civic Hall	£196.24	s111 LGA 1972
30/05/2018	Copeland Borough Council	Premises	Service Charge 25.03.2018 - 24.06.2018, Civic Hall	£196.24	s111 LGA 1972
30/05/2018	Copeland Borough Council	Premises	Rent Charges for Room 3, Civic Hall 25.09.2017 - 24.03.2018	£375.00	s111 LGA 1972
30/05/2018	Copeland Borough Council	Premises	Rent Charges for Room 3, Civic Hall 25.03.2018 - 24.06.2018	£375.00	s111 LGA 1972
01/06/2018	Copeland Borough Council	3rd Party	Grass Cutting Contract - 01.06.2018 - 30.06.2018	£1,025.48	s111 LGA 1972
01/06/2018	Copeland Borough Council	3rd Party	Maintenance Service for Allotments and Pigeon Lofts - June 2018	£570.70	Allotments Act 1908
01/06/2018	Copeland Borough Council	3rd Party	Parks & Open Spaces Ranger Contract - June 2018	£2,680.00	s111 LGA 1972
01/06/2018	Copeland Borough Council	Premises	Energy Charges for Room 3 - June 2018	£65.40	s111 LGA 1972
05/06/2018	Mrs V Gorley	Supplies & Services	Postage Charges	£2.84	s111 LGA 1972
13/06/2018	West Coast Group	Employees & Allowances	1.22 tonnes loose compost	£48.80	s144 LGA 1972
16/06/2018	Cumbria Media	Supplies & Services	Website maintenance - Job no's 116 - 127	£60.00	s111 LGA 1972
19/06/2018	Mrs V Gorley	Supplies & Services	Postage Charges	£0.79	s111 LGA 1972
19/06/2018	Colour Gro	Events	100 Planted Hanging Baskets	£2,520.00	s144 LGA 1972
20/06/2018	Mrs V Gorley	Supplies & Services	Postage Charges	£1.26	s111 LGA 1972
21/06/2018	Viking	Supplies & Services	File Dividers	£15.82	s111 LGA 1972

£8,704.34

APPENDIX 2.

WHITEHAVEN TOWN COUNCIL

CASH BOOK FROM 1 APRIL 2018

Date	Ref	Payee	Employee Premises	Supplies/3rd Party	Grants	Allotments	Christmas	Market	Community Plan	Ground Maint	Civic Hospitality	Ranger	W.I.B	Ward Grants	Elections	Environmental Improvements	Events	Net Total	VAT	Total	Min. Ref.
03/04/2018																					
04/04/2018	402	Unrepresented Cheque from February 2018	65.00															65.00		65.00	£65.00
04/04/2018	403	Cumbria Association of Local Councils		45.00														45.00		45.00	45.00 948/18(0)
04/04/2018	404	Viking Direct		117.16														117.16	1.03	118.19	118.19 948/18(0)
04/04/2018	405	Westcom		95.00														95.00	19.00	114.00	114.00 948/18(0)
04/04/2018	406	The Waverley Hotel														61.66		61.66	12.34	74.00	74.00 948/18(0)
04/04/2018	407	The Waverley Hotel														61.66		61.66	12.34	74.00	74.00 948/18(0)
04/04/2018	408	Rosehill Youth Theatre														61.66		61.66	12.34	74.00	74.00 948/18(0)
04/04/2018	409	E.ON	260.00															260.00		260.00	260.00 948/18(0)
04/04/2018	410	Copeland Borough Council	65.40			238.18												238.18	11.91	250.09	250.09 948/18(0)
04/04/2018	411	Copeland Borough Council				1910.00												1910.00	382.00	2292.00	2292.00 948/18(0)
04/04/2018	412	Clr. Brian O'Kane - VOID replaced by chq 422																			
04/04/2018	413	Viking Direct																			
04/04/2018	414	Cumbria Media		64.85														64.85		64.85	77.82 948/18(0)
04/04/2018	415	Mrs V Gorley		36.00														36.00		36.00	36.00 948/18(0)
04/04/2018	416	The Waverley Hotel		3.50														3.50		3.50	3.50 948/18(0)
04/04/2018	417	Clr. Graham Roberts														112.50		112.50	22.50	135.00	135.00 948/18(0)
04/04/2018	418	The Waverley Hotel	5.00															5.00		5.00	5.00 948/18(0)
04/04/2018	419	JM Skips				800.00												800.00		800.00	800.00 948/18(0)
04/04/2018	420	Mrs V Gorley		12.60														12.60		12.60	12.60 948/18(0)
04/04/2018	421	Royal British Legion																			
04/04/2018	422	Manchester Urban Cleaners																			
05/04/2018	BACS	Manchester Urban Cleaners	35.91															35.91		35.91	35.91 948/18(0)
06/04/2018	BACS	Manchester Urban Cleaners																			
13/04/2018	BACS	Staff	3810.08															3810.08		3810.08	3810.08 654/17
13/04/2018	BACS	Cumbria Local Government Pension Scheme	735.29															735.29		735.29	735.29 759/17(0)
13/04/2018	BACS	Cumbria County Council - County Fund	1873.01															1873.01		1873.01	1873.01 HMRC
13/04/2018	BACS	Safety Net UK Ltd			1500.00													1500.00		1500.00	1500.00 939/18(0)
20/04/2018	DD	BT Group			1500.00													1500.00		1500.00	1500.00 939/18(0)
25/04/2018	389	Unrepresented Cheque from February 2018	6.00															6.00		6.00	6.00
27/04/2018	424	Zurich Municipal		71.32														71.32		71.32	71.32 976/18(0)
27/04/2018	425	Zurich Municipal		2388.22														2388.22		2388.22	2388.22 976/18(0)
27/04/2018	426	Cumbria Media		64.00														64.00		64.00	64.00 976/18(0)
27/04/2018	427	Rosehill Youth Theatre - VOID replaced by chq 438																			
27/04/2018	428	Rosehill Youth Theatre	210.00															210.00		210.00	210.00 976/18(0)
27/04/2018	429	Viking Direct		23.18														23.18		23.18	23.18 976/18(0)
27/04/2018	430	Mrs V Gorley		21.14														21.14		21.14	21.14 976/18(0)
27/04/2018	431	CALC		1072.00														1072.00		1072.00	1072.00 976/18(0)
01/05/2018	DD	CF Corporate Finance		340.00														340.00	66.00	406.00	408.00 CONTRACT
16/05/2018	BACS	Staff	3923.66															3923.66		3923.66	3923.66 654/17
16/05/2018	BACS	Cumbria Local Government Pension Scheme	752.61															752.61		752.61	752.61 759/19(0)
16/05/2018	432	Hensingham Primary School												995.14				995.14		995.14	995.14 WARD GRANT
16/05/2018	433	HMRC	1994.49															1994.49		1994.49	1994.49 HMRC
21/05/2018	DD	BT Group		63.33														63.33	12.67	76.00	76.00 CONTRACT
04/06/2018	434	Copeland Borough Council								854.57								854.57	170.91	1025.48	1025.48 1008/18(0)
04/06/2018	435	Copeland Borough Council	65.40															65.40		65.40	65.40 1008/18(0)
04/06/2018	436	Copeland Borough Council				475.58												475.58	95.12	570.70	570.70 1008/18(0)
04/06/2018	437	Copeland Borough Council	42.70															42.70		42.70	42.70 1008/18(0)
04/06/2018	438	Rosehill Youth Theatre	210.00															210.00		210.00	210.00 1008/18(0)
04/06/2018	439	Mrs J Hartley																			
04/06/2018	440	Viking Direct		250.00														250.00		250.00	250.00 1008/18(0)
04/06/2018	441	Copeland Borough Council	65.40															65.40	18.95	84.35	84.35 1008/18(0)
04/06/2018	442	Copeland Borough Council																			
04/06/2018	443	Copeland Borough Council				475.58												475.58	95.12	570.70	570.70 1008/18(0)
04/06/2018	444	Midshire																			
04/06/2018	445	Copeland Borough Council		252.46						854.57								854.57		1025.48	1025.48 1008/18(0)
06/06/2018	BACS	Mrs V Gorley		12.99														12.99		12.99	12.99 1008/18(0)
11/06/2018	BACS	Cumbria Media		40.00														40.00		40.00	40.00 1008/18(0)
13/06/2018	446	HMRC	1994.25																		
13/06/2018	447	Sneekyest Community Group												144.99				144.99		144.99	144.99 WARD GRANT
13/06/2018	448	Hensingham Peoples Action Group												500.00				500.00		500.00	500.00 WARD GRANT
13/06/2018	449	Hensingham Peoples Action Group												350.00				350.00		350.00	350.00 WARD GRANT

WHITEHAVEN TOWN COUNCIL

INCOME 2018-19

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

406974.07	0	11019.82	417993.89
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WHITEHAVEN TOWN COUNCIL SUMMARISED INCOME & EXPENDITURE STATEMENT FINANCIAL YEAR 2018-19	Expenditure Net of VAT	Invoices not yet processed	Budget
BANK BALANCES BROUGHT FORWARD			
CBS 53905917	183,835.73		
CBS 53906216	141,965.85		
TOTAL OPENING BALANCE	325,801.58		
INCOME:			
Precept	406,974.07		
Interest (Deposit)			
Other Income	11,019.82		
TOTAL INCOME	417,993.89		
EXPENDITURE			
Employees & Allowances		13,201.50	
Premises		918.90	
Supplies/Services		391.75	
3rd Party		1,367.00	
Grants		3,000.00	
Allotments		2,710.00	
Christmas		238.18	
Markets		-	
Community Plan		-	
Ground Maintenance		1,709.14	
Civic Hospitality		-	
Ranger		4,466.70	
Whitehaven In Bloom		-	
Ward Grants		3,930.13	
Elections		-	
Environmental Improvements		6,362.49	
Events		-	
VAT (to be reclaimed)		3,394.13	
TOTAL EXPENDITURE		53,022.78	
CASH BOOK BALANCE			
Brought forward		325,801.58	
Income		417,993.89	
Expenditure		53,022.78	
Town Council Funds		690,772.69	
BANK BALANCES			
CBS 53905917 (22/05/2018)		561,897.12	
CBS 53906216 (22/05/2018)		141,965.85	
		703,862.97	
Unpresented Cheques		13,090.28	
FINANCIAL POSITION		690,772.69	

Letter received from Stagecoach

Purpose of the Report and Recommendation

To consider a letter sent from Stagecoach to Councillor Roberts about the problems that congestion is causing for bus passengers and other road users.

1.0 INTRODUCTION

1.1 A letter was sent to Councillor Roberts from Stagecoach about the problems and the impact that traffic congestion was having on the provision of bus services in Cumbria. They said that congestion impacted on their ability to run reliable services because of:-

- Drivers spending 31 hours per year in congestion during peak hours
- Congestion affects the reliability and punctuality of the bus service
- road infrastructure and layout could be improved
- traffic management systems could be improved
- congestion leads to a situation where less people are inclined to take the bus
- increased costs push up prices for customers

1.2 Stagecoach say that from an environmental point of view increased use of public transport would be advantageous because:-

- it can help boost the local economy
- it can free up road space
- improve safety
- improve air quality

1.3 Stagecoach said that they would be happy to meet with authorities to talk through local issues and to help develop plans to optimise highways management to the benefit of all road users.

1.4 Public Transport is the responsibility of County Councils.

2.0 RECOMMENDATION

- 2.1 Although public transport is not the responsibility of this Council because there are issues in the area it may be advantageous to take up Stagecoach's offer of a meeting to voice the Council's concerns and to work together to try to bring about improvements.

Second Floor
Broadacre House
16-20 Lowther Street
Carlisle CA3 8DA

T 01228 597222

stagecoachbus.com

Traveline 0871 200 22 33



Graham Robert Phillip Melville Roberts
Cooden Beeches
8 Aikbank Road
Whitehaven
Cumbria
CA28 6LL

MC/LMF
7th June 2018

Dear Councillor

Did you know that the average speed of Stagecoach buses in Cumbria has reduced by almost 2% in the past three years? Or that some bus journey times in the Carlisle are up to 10 minutes (+30%) longer than other times during the evening peak on cross-city routes?

These figures are the result of severe traffic congestion in the area, something that is having significant impact on bus passengers and all road users, and something that urgently needs to be addressed.

One way to tackle this is to invest in infrastructure and measures that put buses at the heart of local transport plans – which will in turn deliver a boost to the local economy, improve the local environment and deliver better traffic flow for all road users.

Recent nationwide research showed that the direct and indirect costs of congestion to all UK motorists amounted to over £37.7 billion in 2017, an average of £1,168 per driver, with drivers spending an average of 31 hours a year in congestion during peak hours.

As a bus operator we know all too well the impact of congestion on our ability to run reliable services for our millions of customers.

Since 2014, in Cumbria, to maintain high levels of punctuality, we have had to increase the number of vehicles we require during peak times by 3%, at a cost of £0.6million, as a result of traffic congestion.

Additionally, changes to routes have had to be made reluctantly to save time to avoid further additional vehicles being required to operate the service. These include:

Kendal Town services removed from Stricklandgate
Service 60 in Carlisle no longer serves Mallyclose Drive
Service 104 to Penrith no longer serves High Heskett on each and every journey
X5 no longer serves the Lakes Distillery on each and every journey

Our research shows that each 10% decrease in operating speed leads to an 8% rise in operating costs – and, despite our attempts to protect our customers as much as possible, these increased costs invariably push prices up for passengers.

We also know that, where these costs are passed on to passengers through fares, every 8% increase in costs leads to a potential 5.6% fall in passenger numbers. And every 10% reduction in service frequency results in an estimated 5% drop in patronage.

So the action bus operators are being forced to take to combat congestion can lead to a situation where less people are inclined to take the bus, therefore further increasing the number of cars on the road, and resulting in even worse traffic congestion which has an even more damaging impact on all road users.

This is something that must be dealt with now. One double decker bus can take up to 75 cars off the road so bus travel undoubtedly has a key role to play in reversing the damaging impact of poor air quality in our towns and cities. In addition, 29% of city centre spending comes from bus users, and the bus industry generates £64billion economic output per year in the UK, so it is clear that thriving bus networks can contribute hugely to the local and national economy.

Bus operators are delivering improvements for customers including smart, multi-operator tickets, apps, real-time-information, mobile ticketing and contactless payments. We also offer great value multi-journey tickets which can be significantly cheaper than commuting by car.

However, much of this work is being undermined by the impact of congestion on the reliability and punctuality of our services.

There are many factors that have contributed to the current situation, including car-friendly policies, reduced public sector investment in buses, free or discounted parking and road closures to name a few. But we believe these can be overcome.

Hopefully you are by now starting to ask what you can do to help! Well, the good news is that you and your colleagues already have the power to change this.

This growing issue would exist regardless of the regulatory structure of the bus industry. The only thing that will make a difference is positive and practical action to tackle congestion.

We are therefore urging you to focus on making practical changes to reverse this growing problem – there are changes that can be made to road infrastructure and layout, traffic management systems and priority schemes which could make a big difference.

Investment in encouraging public transport use, close partnership working with operators on customer improvements and better data analysis to help understand the issues and traffic flows can also be achieved quickly and effectively.

We fully recognise the current pressure on public sector budgets. However, the evidence is clear that investment in pro-bus measures delivers strong value for money and economic benefits for everyone. For examples, research shows that every £1 spent introducing bus lanes and improving access and journey satisfaction for passengers can deliver up to £7 of economic benefits for all.

We would be more than happy to meet with you to talk through the local issues and traffic hotspots and to help develop plans to optimise highways management to the benefit of all motorists, not just buses.

Attracting people on to public transport should be a shared goal – it can help boost the local economy, free up much-needed road space, improve safety, deliver environmental benefits and improve the serious issue of air quality.

Neither bus operators or local or central Government can do this in isolation. We must all work together with everyone playing their part. I hope this letter has helped underline why it is so important for you to play your part in doing something about this before it gets any worse, to help buses flourish, get Cumbria moving again and deliver a better experience for all road users.

Many thanks for your time.



Matt Cranwell
Managing Director
Stagecoach Cumbria & North Lancashire

AUDIT AND GOVERNANCE COMMITTEE DECISION NOTICES

Purpose of the Report

That Members consider the Decision Notice issued by Copeland Borough Council's Audit and Governance Committee and the sanctions made therein.

1.0 INTRODUCTION

- 1.1 Attached at Appendix 1 is a redacted Decision Notice issued to the Council following a hearing by Copeland Borough Council's Audit and Governance Committee in respect of a Code of Conduct complaint involving a Whitehaven Town Councillor.
- 1.2 The complaint was upheld and sanctions were recommended.

2.0 RECOMMENDATION

- 2.1 That Members consider the Decision Notice and the sanctions contained therein.

**Report to Whitehaven Town Council
Audit and Governance Committee**

Notice of Decision

Subject Member: Councillor Jayne Laine – Whitehaven Town Council

Complainant: Councillor William Kirkbride

Date of Hearing: Wednesday 13 June 2018

Complaint Summary

The complainant alleges that Councillor Laine has allegedly posted a post that brings the Council into disrepute by alleging illegal activity such as financial irregularities, nepotism, backhanders and unlawful payments.

Hearing Findings

Having heard all the facts and responses the Committee agreed the following facts:-

- Councillor Laine was acting in her capacity of Councillor.
- Members were clear that Councillor Laine had by making the post had brought the Town Council into disrepute.

Hearing Outcome

It was unanimously **AGREED** that Councillor Jayne Laine was in breach of Whitehaven Town Council's code of conduct paragraphs:-

- 5(4) You must not bring your office or your Authority into disrepute; and
- 5(5) You must treat others with respect and promote equality by not discriminating unlawfully against any person, and by treating people with respect, regardless of their sex, race, age, religion, gender, sexual orientation or disability; and
- 5(11) You must promote and support high standards of conduct when serving in your office.

And unanimously **AGREED** that the complaint be **UPHELD** and the following sanctions should apply:-

- (b) an expression of strong disapproval or criticism – with such censure being in writing, copied to the leader of any political group the member is a Member of and, if a parish member, copied to the clerk of the council.
- (c) there has been a breach of the code of conduct and, in addition to (b) the matter should be reported to full Council and noted by full Council or if a parish member recommending to the parish clerk that the matter is referred to a parish council meeting for noting;

Signed **ORIGINAL SIGNED**

Date 18 June 2018

Right of Appeal:

Subject to judicial review or a decision of a Local Government Ombudsman, there is no right of appeal against the decision of the Audit and Governance Committee.

Report on Allotments, Whitehaven in Bloom, St Nicholas Gardens and Silent Soldiers

Purpose of the Report and Recommendation

To consider a report on the present position with respect to allotments. Whitehaven in Bloom, St Nicholas Gardens and Silent Soldiers.

1.0 INTRODUCTION

1.1 Allotments

- Nearly all the allotment rents have been paid. The remainder are on a final notice and this will be followed by a Notice to Quit if the rent is not paid
- The Trainee Assistant Town Clerk has been sending out non-cultivation letters to allotment holders and this will result in Notices to Quit being served for non compliance
- The Trainee Assistant Town Clerk has been working through the waiting list for allotments to allocate vacant plots and has let 5 vacant plots with other offers being made and awaiting acceptance.
- Site visits have been made to Cartgate and Crow Park allotment site with the site representatives to discuss things generally and identify any problems. Sneckyeat and Midgey allotments sites will be visited shortly.
- The next meeting of the Allotments Advisory Group will be on 20th July 2018 at 2.00pm

1.2 Whitehaven in Bloom

- The badge bed at Coach road has been planted following a kind donation from the Whitehaven Chamber of Trade.
- The flower tubs are now in situ at various locations in the town.
- All damaged wall brackets have been replaced.
- The hanging baskets are expected to be put up sometime during week commencing 18th June 2018.
- The 5 metal containers outside the Whitehaven Civic Hall have been cleaned out and refilled with compost ready for planting. However no money has been allocated for this and it has been estimated that 1500 plants will be required. A request is

therefore made to take quotes for the provision of 1500 plants (begonias or similar) which is estimated will cost in the region of £400-£500 (possibly a bit less as it is coming to the end of the season) with the Clerk in conjunction with the Mayor and Deputy Mayor being given authority to accept the lowest quote provided it does not exceed £500.00.

The Ranger will then plant the containers.

1.3 St Nicholas Gardens – Councillor O’Kane will give a verbal update on this

1.4 Silent Soldiers

- The Council sought advice from the Crime Prevention Officer about where to stand the Silent Soldiers purchased by the Council (Minute 934/18 refers) to avoid vandalism. He suggested that one of the Standing Soldiers should be placed on the small triangle of land near the Pelican garage as it was not an area that attracted anti social behaviour and it could be said that the silhouette was “guarding the northern approach to the town”. So the Silent Soldier has been positioned in that area. As regards the other Silent Soldier it is proposed to position that in one of the metal planters outside the Civic Hall unless Councillors have other views.

2.0 RECOMMENDATION

2.1 It is recommended that quotes be taken for the provision of 1500 plants (begonias or similar) for the 5 planters outside the Whitehaven Civic Hall and that the Clerk in conjunction with the Mayor and Deputy Mayor be authorised to accept the lowest tender provided that it does not exceed £500.

2.2 That the reports in 1.1, 1.2, 1.3 and 1.4 above be approved and noted