

WHITEHAVEN TOWN COUNCIL

Minutes of the Council Meeting held on 25th May 2017

Present: Councillors B O’Kane (Chairman); J. Forster; S Gearing; R Gill; M. Guest; J. A. Laine; G.Roberts

M. Jewell, Clerk and Responsible Financial Officer
Representative from New Arts North
Members of the Public
The Press

Before the meeting started Councillor Gill asked everyone to stand for a minute’s silence as a mark of respect for all those affected by the recent terrorist attack in London

Councillor Gill then introduced and welcomed Councillor Siobhan Gearing who had recently been elected as Councillor for the Mirehouse Ward

678/17

Election of Mayor (Chairman)

- (i) Councillor Gill proposed that this be dealt with by secret ballot. Councillor Laine objected to this and a vote was held. The result was that 5 Councillors voted for the proposal and 2 Councillors voted against.

RESOLVED – that the election of Mayor be by secret ballot

- (ii) Councillor Roberts nominated Councillor Brian O’Kane for Mayor and this was seconded. No other nominations were received.

RESOLVED - That Councillor O’Kane be elected Mayor for the next year.

Councillor O’Kane then signed the Declaration of Acceptance of Office.

679/17 **Election of Deputy Mayor (Deputy Chairman)**

Councillor Gill nominated Councillor G Roberts as Deputy Mayor and this was seconded by Councillor Forster. No other nominations were received.

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

Councillor O’Kane then made a short speech and thanked everyone for their vote of confidence in him and thanked the two previous Chairmen, Councillor Guest and Councillor Gill. He said that he would do his best in his year of office and that for the future he wished that, as a group of Councillors that everyone could act together as a team to represent the folk of Whitehaven.

680/17 **Apologies for Absence**

An apology for absence was received from Councillor Kane who was on holiday.

681/17 **Declarations of Interest**

Councillor Roberts declared that he was a County Councillor for Cumbria County Council.

682/17 **Minutes of Meeting held on 27th April 2017**

- (i) Councillor Gill referred to Minute 667/17, the Schools Donation and said the Council could not resolve to take £100 out of his Mayors allowance as that was for the Mayor to decide and that he had decided against it as he wanted the £100 to go to his charities. Councillor Laine referred to Minute 667/17 and said that Councillor Gill did agree to this. Following a discussion Councillor O’Kane said he would make the payment from his Mayor’s Allowance.
At this point Councillor O’Kane said that his charity for the year was Marie Curie Cancer Relief
- (ii) Councillor Laine referred to Minute 658/17 public participation and said Charles Maudling had said that an invoice had been

presented by Whitehaven Industrial Cleaners for approximately £1400 and that there had been full time security and medical staff at the ice rink and had asked what work did Whitehaven Industrial Cleaners actually do.

- (iii) Councillor Laine referred to Minute 659/17 on planning applications and her proposal that UKPC at the hospital should reimburse all the fines and said Councillor Gill voted against her proposal but that he had made a declaration of interest that his wife worked at the hospital and did not understand why he had voted. Councillor Gill said it was a non pecuniary interest and that he was able to vote. The Chairman said this would be noted and that it would be checked and reported back to the next meeting.
- (iv) Councillor Laine referred to the Financial Report and said it had been resolved that the Clerk would go back to Copeland Borough Council and go through all the invoices to check if the rent and rates had been paid in advance as at the November meeting the Clerk had said all rent and rates had been paid up front. The Clerk referred to the Minute and said the rent was paid quarterly in advance on the usual quarter days and only the rates had been paid up front. The Clerk assured the Council that Copeland Borough Council had not been paid twice.
- (v) Councillor Laine referred to Minute 672/17 about rubbish in the harbour which she had raised and said every other Councillor had been named when they had raised an issue except her and it was agreed that the Minute be amended accordingly.

RESOLVED – That the Minutes be signed by the Chairman as a correct record subject to the amendments in (i), (ii) and (v) above

683/17

Minutes of the Extraordinary Council Meeting on 11th May 2017

Councillor Laine said that Minute 677/17 should be amended as Councillor Kane did not vote as he was not there. This was agreed.

RESOLVED – That the Minutes be signed by the Chairman as a

correct record subject to the above amendment.

684/17

Public Participation

- (i) Andrew Morgan said he lived on Meadow View and was seeking the support of the Town Council to create a residents only parking zone at Meadow View. He said the road was used by up to 5,000 vehicles per day with some cars recording speeds of up to 71mph. He said we now have a TRO proposing to double yellow line adjacent areas and that Meadow View would be the largest and nearest location with no parking restrictions from the centre of town southwards and that he wanted to make part of Meadow View a residents only parking area. He said Meadow View suffered from parking traced to Albion Square, the Post Office workers, Council workers and shop workers and that Meadow View should be made a residents only parking zone as it was the only short to medium term option to reduce further congestion and was asking for the Council's support for this.

Mr Morgan referred to a handout which evidenced the need for a refuse bin on the Whitehaven side of Meadow Road and said there was no bin between Whitehaven and Meadow Road cemetery up to Kells and the Marchon Club. He said the public have nowhere to dispose of rubbish and any help in getting a refuse bin would be appreciated.

The Chairman said he thought the most important issue was traffic and parking and thought the way forward was for the Council together with Mr Morgan to meet with representatives from Cumbria County Council and that he would contact Cumbria County Council about this.

Councillor Gill asked that a letter be sent to Cumbria County Council to support the proposal for Meadow View.

- (ii) Peter Tyson said that several meetings ago he asked the Council to consider having meetings at different venues and asked if this had been considered and had it been discussed. He asked the Town Council to look into having a lengthsman scheme as in the past he had been involved in a lengthsman scheme and it had made a big difference to the area.

- (iii) Eddie Nicholson asked what the proposals were for Britain in Bloom this year and said that he thought the town should be a bit cleaner than it is now.

He also asked some time ago if transport from Penrith into Workington could be extended into Whitehaven but had received no reply.

Councillor O’Kane said the Council were already looking into his first two points and that Britain in Bloom would need to be next year

Councillor Gill said the Council was setting up an Advisory Group to deal with Britain in Bloom and that the Council had partners working with it through the Whitehaven Locality Partnership.

Councillor Roberts said he had spoken with Mark Winter of Stagecoach Preston who said they were trialling a bus, the X9 from Whitehaven to Preston in conjunction with the X4 and X5 which runs from Workington bus station. Councillor Roberts said he was going to Preston and would be speaking with Stagecoach and would report back.

Mr Nicholson said Copeland Borough Council used to have a portable cleaning machine and asked what had happened to it. The Town Council did not know the answer to this.

- (iv) Charles Maudling gave his congratulations to Councillor O’Kane. He referred to a payment to Cumbria County Council of £353.86 for damage to lights and assumed that this must have been done by the contractor and asked if this money could be claimed back from the money paid to the contractor

Councillor Gill said the account was for storm damage to the Christmas lights and that urgent works had to be carried out.

685/17

Mayor’s Allowance

RESOLVED – That the Mayor’s allowance for the ensuing year be set at £3063.00

686/17

Planning Applications

- (i) Councillor Forster referred to planning application CH/4/17/2134/001 in respect of the demolition of a factory, Ivy Mill and said that although she didn’t want to see another empty

factory that Main Street was a very busy and hazardous road due to the fact that it was the access to the two secondary schools and two primary schools and that a new housing complex on the site would add to the road congestion making it more hazardous.

Councillor Laine said that we needed to see an impact assessment with regard to the proposed housing development

- (ii) Councillor Laine referred to planning application CH/4/17/2152/0G1 in respect of the demolition of Mark House and asked if this was a planning condition that was being removed because the Council had said that they want Mark House demolished asap. The Chairman said that everything was still under progress and that the Mayor of Copeland had said that we would see a big difference in 3 to 4 weeks. Councillor Gearing said there was asbestos in the building which had caused delays.

RESOLVED – That the Council raise no objections to the planning applications on Schedule 1 with the exceptions of:
Planning Application no CH/4/17/2134/0O1. The Clerk to write to the Local Planning Authority to ask that an impact assessment be carried out in respect of the proposed development

687/17

Financial Report

The Council considered a Financial Report as follows:-

- (i) Appendix 1 invoices for authorisation

RESOLVED – That the invoices shown at appendix 1 be authorised for payment

- (ii) **RESOLVED** - That the Cashbook and Expenditure be noted subject to Minute references being inserted on the cashbook
- (iii) **RESOLVED** – That the renewal of the Annual Membership subscription to CALC of £1041.42 for 2017/2018 be authorised subject to a check being made with NALC/CALC that the subscription was paid to the correct organisation.
- (iv) Town Council Payroll

A recorded vote was held on the request to enter into an agreement with Copeland Borough Council to pay salaries of Town Council employees at a cost of £15 per employee per month. The result of the recorded vote was as follows:-

Councillor O’Kane	For
Councillor Forster	For
Councillor Gearing	For
Councillor Gill	For
Councillor Guest	Against
Councillor Laine	Against
Councillor Roberts	For

RESOLVED – That an agreement be entered into with Copeland Borough Council for payment of Town Council staff salaries at a cost of £15 per employee per month

- (v) **RESOLVED** – That Councillor O’Kane be appointed a signatory for the Council’s bank accounts

688/17

Annual Return For Approval

- (i) The Clerk reported that the Annual Return Form for 2016/2017 had been received from the external auditor BDO and outlined the procedure for public inspection and submission of the Annual Return to BDO. Councillor Gill proposed that Section 1 – The Annual Governance Statement 2016/2017 be approved and this was seconded. Councillor Laine asked for a recorded vote and the result was as follows:-

Councillor O’Kane	For
Councillor Forster	For
Councillor Gearing	For
Councillor Gill	For
Councillor Guest	Against
Councillor Laine	Against
Councillor Roberts	For

RESOLVED – That Section 1 – The Annual Governance Statement 2016/2017 be approved and signed by the Chairman and the Clerk

- (ii) Approval of Section 2 – Accounting Statements 2016/2017. Councillor Laine asked for a recorded vote and the result was as follows:-

Councillor O’Kane	For
Councillor Forster	For
Councillor Gearing	For

Councillor Gill	For
Councillor Guest	Against
Councillor Laine	Against
Councillor Roberts	For

RESOLVED – That Section 2 – Accounting Statements 2016/2017 be approved and signed by the Chairman and the Responsible Financial Officer

- (iii) **RESOLVED** - That the Annual Return be advertised for public inspection and that Councillors be sent a copy of the notice
- (iv) **RESOLVED** - That the Clerk submit the Annual Return to BDO by 24th August 2017

689/17

Report of the Staffing Committee

The Chairman gave a report on the meetings of the staffing Committee and referred to the fact that as previously reported a person had been offered and had accepted the position of Trainee Assistant Town Clerk. However this person had subsequently decided to turn down the offer. The position had been readvertised and three applicants had been interviewed. An offer was made to one of the applicants and this had been accepted and the applicant would be starting work in the next few weeks.

RESOLVED – That the report be noted

690/17

Appointment of Policy and Resources and Finance Committee and Staffing Committee

- (i) **RESOLVED** – That there be an Agenda item in one month's time to revisit to ask for new people to go on the advisory groups.
- (ii) **RESOLVED** – That the following Councillors be appointed to the Policy and Resources and Finance Committee:-

Councillor J Forster
Councillor R Gill

Councillor M Guest
Councillor J Laine
1 other Councillor to be appointed
The Mayor and Deputy Mayor to be ex officio members

- (iii) **RESOLVED** – That the following Councillors be appointed to the Staffing Committee:-

Councillor J Forster
Councillor S Gearing
1 other Councillor to be appointed

691/17

Appointment of Advisory Groups for Christmas Festivities, Britain in Bloom and Allotments

RESOLVED – That the following appointments be made:-

- (i) Allotments – Councillor O’Kane
Councillor Roberts
1 other Councillor to be appointed
- (ii) Christmas Festivities – to be left to the next Council meeting
- (iii) Britain in Bloom – Councillor R Gill
Councillor S Gearing
1 other Councillor to be appointed

The Britain in Bloom Group should meet as soon as possible and email the Clerk with their availability for the next week so a meeting could be set up. The Group to then meet 30 minutes before each Full Council Meeting

692/17

Office Accommodation

Councillor Gill reported on office accommodation for the Town Council. He said that he had been looking for available office accommodation in town and had identified 3 namely the Cumbria County Council former Registrars building, the old Post Office and Cumbria Electrical wholesalers on Duke street. He also said that the Whitehaven News Office had recently become vacant but that at this stage there were no firm recommendations to the Council.

RESOLVED – That this be noted

693/17

Grant Applications

- (i) Taste Cumbria – The Council heard a presentation from Taste Cumbria. The total cost of putting on the festival in Whitehaven on 22nd and 23rd July 2017 was £23,000 with CN supplying the marketing and £8,000 from sponsors.

RESOLVED – That a grant of £15,000 be approved and awarded to Taste Cumbria on the proviso that local businesses be invited to participate in the event

- (ii) The Council heard an application for a grant of £200.00 from New Arts North

RESOLVED - That a grant of £200.00 be approved and awarded to New Arts North

694/17

Asset Transfer

Councillor Guest gave a presentation on asset transfer. He said that the Town Council should have its own assets and that Penrith Town Council had agreed with Eden District Council that they would have a list of assets, some from Eden and some from the County Council and that a list of assets had been drawn up so that when a unitary council was formed these assets would automatically transfer to the town council. He said that if a shared authority was formed we should be ready to take on the assets and that we should have a list of the things that we would like to see as assets

RESOLVED – That the Clerk contact Penrith Town Council and that the matter be revisited in 3 months' time

695/17

Safeguarding Policy

The Clerk informed Members that a draft Safeguarding Policy and Risk Assessment had been on the Agenda for a Policy and Resources and Finance Committee in November 2017 but that this meeting had not taken place and therefore was placing them before the Council for consideration

RESOLVED – That this be deferred to a meeting of the Policy and Resources and Finance Committee to discuss and make suitable amendments to the documents for referral to the Council for approval

696/17

Advertising in The West Cumbria Guide

The Council considered a report on placing/sponsoring an advert in the West Cumbria Guide. Councillor Laine said that the Council had paid for the map of Whitehaven and that it was the Council's map and that there was a Minute about this.

RESOLVED – That this be left in abeyance so that the Minutes can be checked and reported back to the next Council meeting.

697/17

Councillor matters

- (i) Councillor Gill referred to the cost of Christmas Festivities and said he had promised a full report. Councillor Laine said it was not an Agenda item and was taking up Council time and Councillor Gill said he was happy to leave it. Councillor O'Kane said we had been asked for this several times and it would be worth spending a little time at the end of Council matters to inform people.
- (ii) Councillor Laine said on there was a lack of dog poo bins and recycling bins at Mirehouse and referred to the TRO in respect of the Mirehouse shops area.
- (iii) Councillor Laine also referred to the Meadow View area and the area near Haven Homes and Kinsellas in Whitehaven where loading bays had been removed when businesses need them.
- (iv) Councillor O'Kane said the only way of dealing with this was to go back to Copeland Borough Council and ask them what the position was with the bins and get a report from them on this.
- (v) Councillor Gearing said she had been in touch with Councillor Mark Holliday and that he had told her that waste bins and dog poo bins were at the top of their agenda and would give a report back to the next meeting. Councillor Guest asked that Mark Holliday talk to him as Meadow View was in his Ward.
- (vi) Councillor Guest said the area of High Road between Haig Pit and the Stump is horrendous with cars hitting brick walls and that the speed was too much. He said County Highways were not doing anything and no one was talking to him. He asked that the

gentleman from County Highways be invited to the next meeting to speak to the Council

- (vii) Councillor Guest referred to the licence for the memorial seat. The Clerk said she was waiting for the licence agreement from Copeland Borough Council.
- (viii) The Chairman said that we should invite the gentlemen from the County Council to attend the next meeting so that the Council could air its views.

The Chairman said it was 9.30 and proposed suspending Standing Orders to enable the remaining items on the Agenda to be dealt with
RESOLVED – That Standing Orders be suspended

Prior to the following 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 temporarily excluded and they are instructed to withdraw

698/17 Report on Claim against the Council

Councillor Gill went through the present position regarding the claim against the Council and following a discussion it was

RESOLVED – That an extraordinary meeting of the Council be called when Councillor Gill had received the necessary up to date information.

699/17 Date and Time of next Meeting

RESOLVED – The Chairman stated that the next Council meeting would be held on the last Thursday in June 2017.

The meeting closed at 10.00

The Minutes were signed as a correct record subject to the amendments in Minute 710/17 (i) and (ii)

Chairman

