

WHITEHAVEN TOWN COUNCIL

Clerk and Responsible Financial Officer: Marlene Jewell
Telephone: 01946 67366
Chairman: Councillor R Gill

To: Members of Whitehaven Town Council

You are duly **SUMMONED** to attend a **MEETING** of **WHITEHAVEN TOWN COUNCIL** which will be held in **THE BEACON PORTAL** at **THE BEACON, WHITEHAVEN** on **Thursday 28th August 2025** at **6.00 pm**

Signed. *Marlene Jewell*..... Dated. *20th August 2025*
Marlene Jewell, Clerk and Responsible Financial Officer

AGENDA

- 1. Apologies for Absence**
- 2. Declarations of Interest**

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

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

- 3. Public Participation**
- 4. Minutes of the Council Meeting held on 31st July 2025**
- 5. Report from Cumberland Council**
- 6. Planning Applications**
- 7. Finance Report**
- 8. Annual Governance and Accountability Return for Year Ending 31st March 2025**
- 9. Call for Sites for Cumberland Local Plan**

10. Recommendations from the Allotment Advisory Group Meeting

11. Allotment Update Report

12. Markets Policy 2025 – To follow

13. WCSSG – Councillor E Dinsdale to give a report

14. Councillor Ward Matters

15. Date and Time of Next Meeting

IN PRIVATE

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

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

16. Office Renovation Update

WHITEHAVEN TOWN COUNCIL

Minutes of the Council Meeting held on the 31st July 2025

Present: Councillor R Gill (Chairman); Councillor C Hayes;
Councillor A Pearson; Councillor R Redmond; Councillor A Spedding;
Councillor R Taylor; Councillor R White

M. Jewell, Clerk and Responsible Financial Officer

Councillor Mike Hawkins, Cumberland Council

Members of the Public

Press

Prior to the Meeting starting the Mayor asked all Town Councillors present to introduce themselves.

He informed all those present that there was no scheduled testing of the fire alarms and gave evacuation details should the fire alarm ring and the location of toilets.

He explained about public participation and gave information about conduct at Meetings

2818/25 Apologies for Absence

Apologies for absence were received as follows:-

Councillor G Roberts	illness
Councillor E Dinsdale	Medical Issue
Councillor G Dinsdale	Holiday
Councillor J Carr	Holiday
Councillor B O’Kane	Prior engagement

It was proposed by Councillor Taylor and seconded by Councillor Hayes that the apologies for absence be accepted and noted. A vote was held and it was unanimously

RESOLVED - That the apologies for absence be accepted and noted

2819/25 Declarations of Interest

Councillor Gill declared that he was a member of the Whitehaven Heritage Action Group

2820/25 Public Participation

WM attended and made the following points:-

In relation to the Clerk's letter he said she had sent a number of photographs of myself Crow Park to Councillors two months previously and asked if anyone thought it was acceptable for allotments to be in that state. He said the Clerk had said that the Council's emails had been checked and could not find any record of photographs being sent to the office email address and that that was correct. He asked if there had been any sent for about the last four months. He said it had been sent to the office but for the attention of Councillors but was never passed on. He said for the past 18 months the Council had totally ignored his requests 18 months ago I asked to look into the accident in Crow Park in

February 2024. He said he never even got a reply. He said he then asked – he sent emails in asking for an Allotment Advisory Group meeting to be set up to come and look at the site. Never got a reply. He then asked for somebody to come and do some risk assessments, safety inspections. No answer. The only answer there was when a chap at 19 fell and broke his leg. Then you suddenly got interested but up until then nothing. He said he had inspected the sites for the last 5 or 6 years and this year he never even had an invitation so he wanted Councillors to look into what's happening with the Clerks at Whitehaven Town Council. He said he had raised an objection and he'd had no reply and that if he got no answer within the next fortnight he would move it – he said he had been told that there was a lady in the Council Offices what was the Council Offices on Catherine Street and he would be putting a formal complaint through her. The Chairman said to WM that he thought he had been very patient with him particularly as he didn't accept him as a representative of the site, you have no committee and you have no responsibility to inspect the allotments. The Chairman said he would ask the Clerk to respond to him after the Meeting.

No.2. He said he had sent a number of emails to the Clerk to be forwarded to Councillors none of them have been responded to. He said the Council needs to check with the Clerks why none of these have been answered.

Plot12. You said it was terminated on 30/04 and it had been let on 10/6. He said NS would have had that plot let within a week. Has anybody contacted the tenant of Plot 12 to check if they still want the Plot if they are still interested why has an improvement notice not been issued. Seven weeks have gone by and this plot is a complete mess.

No 4 nothing has been done to plot 8 regarding mares tail no one has been near it

The entrance to the site is a disgrace.

The Chairman stopped WM and said his 3 minutes were up and thanked WM for attending

GS made the following points:-

He was an occasional visitor to Whitehaven but he still had a keen interest in it and he walked around it and he followed the attempts that people make, yourselves and others to improve the buildings and the condition and appearance of the Town. But as he walked around he thought that's not very good and that's not very good. He said he had a bee in his bonnet about the name plate signage particularly the historic ones and he was sure that the Council would know what he meant when he said the traditional historic ones which always used to be black with white or silver writing on and he was thinking well that building must have been improved or done – where's the name plate gone. He said there were so many buildings now particularly on corners that have been refurbished and the street name plates have just disappeared. And then there were other ones where they were not the traditional sort of appearance or size or shape they were more like longer and narrow and you think well that's not the historic significance of name plates in the Town. And then he said he was sorry to have to say it but there was one a very recent refurbished building on the corner of Queen Street and Roper Street at the moment and it looks alright but it's painted in white and blue which of course were the colours that building had been painted in but it sticks out like a sore thumb I'm sorry but it does and the sign says Roper Street and it has a white background and blue letters. He said he thought it looked ridiculous. He asked if there was anybody who was accountable/responsible who cares about these things. The Chairman said the Town Council did not own any signage and the building he had referred to was going to be the Council Offices and GS said he had noticed this. The Chairman said this was the first complaint he had had – he had only had compliments. GS said the point he was trying to make was perhaps that particularly given as you say it's your building he would have thought that at least the Council would recognise and appreciate the historical significance of traditional street name plates. The Chairman said the Town Council didn't own any and it was Cumberland Council and GS asked how come you've painted that one on your building and the Chairman replied that it was the Council's building and GS said well you could paint it the colours you wanted then and could you not have specified that it could be traditional colours which are traditionally black with white or silver. The Chairman said he would ask the Clerk to respond to this. GS said the other thing was the general appearance of the Town. He said it has improved but of course everybody has complained over the years about weeds, overgrown gutters, weeds at the back of pavements and dog mess. He said it was a lot better than it ever used to be but it could still be better and asked who would be responsible and that he knew it wasn't the Town Council's responsibility but a lot of money had been spent making things look nice with the nice seating at both ends of King Street. He said if somebody had to pay him the equivalent amount of money for the next 10 years that it had cost for

that seating you could make a site better improvement and appearance of the Town than just putting seating at either end of King Street

The Chairman thanked GS and closed the public participation

2821/25 Minutes of Council Meeting held on 26th June 2025

It was proposed by Councillor Hayes and seconded by Councillor Taylor that the Minutes of the meeting held on 26th June 2025 be approved and signed by the Chairman as a correct record. A vote was held and 5 Councillors voted for and 3 Councillors abstained

RESOLVED – That the Minutes of the meeting held on 26th June 2025 be approved and signed by the Chairman as a correct record

2822/25 Report from Cumberland Council

Councillor M Hawkins attended and made the following points:

- That the seating at either end of King Street had been put in by Cumberland Council and the money had to be spent on them and nothing else and that if it hadn't been spent on those 2 areas the money would have been lost
- On next Tuesday 05/08/25 there was a meeting on the Whitehaven Master Plan from 2.00-7.00pm in the United Reformed Church and it was an opportunity for the public to feed in information a bit like what GS had spoken about
- The Whitehaven Coastal and Community Panel had a walkabout in the past month and Rob came from the Town Council and our findings from that will be fed in as well and he said that he had an issue with redundant signs in Whitehaven
- On Wednesday 06/08/25 at 3.00pm was the monthly walk from Mirehouse on the cycle track into Whitehaven or whatever and these would be held on the first Wednesday in every month
- On 08/08/25 there was the Health and Wellbeing day on the Rugby Ground and it was an opportunity to see what's available locally
- On 13/08/25 at Walkmill Forest the Rivers Trust was holding a Family Day 1-3 and all activities were free for kids
- On 15/08/25 at Mirehouse Pond there would be a family afternoon at the same times
- On 16/08/25 Glen from Colours Café was organising the Pride on the Harbour which was always a good free event for people
- He wanted to thank the Town Council for their input in bringing the Galleon into the Town. It was excellent and the Town was buzzing.

Councillor Taylor referred to advertising for all the events for kids in the

holidays he said he hadn't seen much in the way of publicity for them and Councillor Hawkins said they were on the Cumberland Council's facebook page and Councillors had shared them

2823/25 Planning Applications

The Council considered a list of Planning Applications shown at Appendix 1. It was proposed by Councillor Hayes and seconded by Councillor Taylor that following consideration of the Planning Applications on Appendix 1 that Cumberland Council be informed that the Council had no representations/comments to make. A vote was held and it was unanimously

RESOLVED - That following consideration of the Planning Applications on Appendix 1 that Cumberland Council be informed that the Council had no representations/comments to make

2824/25 Finance Report

The Council considered the Finance report

- i. *Appendix 1 – The Council considered a list of invoices at Appendix 1*

It was proposed by Councillor Taylor and seconded by Councillor Hayes that the invoices shown at Appendix 1 be approved and paid. A vote was held and it was unanimously

RESOLVED – That the invoices shown on Appendix 1 approved and paid

- ii. *Appendices 2 and 3 – It was proposed by Councillor Taylor 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.

2825/25 Call for Sites for Cumberland Local Plan

The Council considered a report on the Call for Sites for the Cumberland Local Plan. This had only recently been received from Cumberland Council.

Following a discussion it was proposed by Councillor Taylor and seconded by Councillor Hayes that there was not enough time to consider this and that Councillors should go away to consider it and if there were any comments to submit them to the Clerk and the matter be put on the Agenda for the next Council Meeting. A vote was held and it was unanimously

RESOLVED - That there was not enough time to consider this and that Councillors should go away to consider it and if there were any

comments to submit them to the Clerk and the matter be put on the Agenda for the next Council Meeting

2826/25 Allotment Update Report

The Council considered an Allotment Update Report giving details of the position with regards to the Council's Allotment sites. The Clerk informed the Council that

- There were no vacancies on Cartgate Allotment Site
- There were 3 vacancies on Crow Park Allotment Site
- There were no vacancies on Midgey Allotment Site except for the plot specifically adapted for people with disabilities
- There were no vacancies on Sneckyeat Allotment Site
- There were no outstanding reported repairs from the Site Representatives
- 15 Notices to Improve and 3 Notices to Quit had been served.

The Clerk also informed the Council that on Wednesday or Thursday the following week a zoom meeting would be set up for 5.30 between the Allotments Advisory Group and the Allotment Site Representatives.

It was proposed by Councillor Hayes and seconded by Councillor Taylor that the Report be noted and the zoom meeting be arranged for the following week. A vote was held and it was unanimously

RESOLVED - That the Report be noted and the zoom meeting be arranged for the following week.

2827/25 WCSSG

There was no report on this as the Council's representative on WCSSG Councillor E Dinsdale had submitted his apologies for absence.

2828/25 Councillor Ward Matters

- i. Councillor Carr although not present had asked that it be noted that there was a woman on Whinlatter Road who was having issues getting works done by Home Group
- ii. Councillor Taylor raised 3 issues
 - A couple of people in his ward were concerned about the work that was going on in Bransty Tunnel at the moment as it was going to be closed to the end of September and a lot of people from Hillcrest use Corkickle Train Station and there's no train to get to Workington and it's a bus replacement and there have been concerns over the frequency so he thought it was one to be noted

- There had been loads of feedback from people who had commented on how good the Galleon was and the continental market that was going on at the same time. People said it was great to see Whitehaven busy. One thing that took the shine off it was that 2 people had said to him that they thought it was quite expensive for families so they said if we are getting something for the future can consideration be made for the price for families
 - Thanks from the Community Centre for the ward grant he had made last month. They had bought some blinds
- iii. Councillor Hayes said as everybody had read in the papers the bus has been reinstated on Kells and Bransty and he was really pleased to see that that people had eventually seen common sense
 - iv. Councillor Spedding said he wanted to say how fantastic the flowers look in St Nicholas Gardens and he had never seen them looking so good
 - v. Councillor Pearson said he wanted to raise again as he had done last time about the walk out he had on 6th June with Craig McCarron from Highways, Emma Williamson, Julie Smith and Home Group. We went through the walk out and during this he had pinpointed places that are seriously endangering somebody's life and in his opinion they were waiting for somebody to be killed. He showed them the grass verges from the top of Mirehouse Hill right down to the cemetery that were overgrown and needing cut. He showed them the lack of speed signs and there was nothing to tell anybody that they were in a 30mph. They said the people should know because the street lights were in a 30mph. He showed them the right of ways where people are coming out – overgrown vegetation and they can't see cars which are travelling far faster than they should be. He showed them a drop off hole down at the bottom of the hill towards Mirehouse Hill where a child could step through and fall 20ft onto concrete. On the B5435 he showed them at least four or five places where people have actually been killed. He showed them at least 6 places now where people could possibly be killed and he thought somebody would be killed if something wasn't done but nobody was doing anything. They came back and were quoting things like the overhanging trees would be cut but they had to comply with bird nesting. He said were they putting a birds nest before somebody's life. The verges they were arguing about between Home Housing and Cumberland Council about who was going to cut a bit of grass about as wide as this gap that was causing a hazard where if a motorbike was overtaking and somebody pulls out to see where they're going he's off he's in front of them. He said he couldn't believe they keep ignoring it and somebody somewhere is going to be killed and when somebody does get killed which he hoped the didn't he would not be sitting back and saying it was just unfortunate. He said he just didn't know how to get them to action things because when you point out that somebody could be killed he couldn't think of anything more important than somebody being killed. He said he went passed one of these places in his car and 2 kids were sitting on the wall by the Thicket. He said he didn't see them until they were

there. Some cars travelling that road are doing 60mph. somebody is going to be killed and it could be a child, an old person. He said there was a light that hadn't worked for 3 years. The Chairman said he would ask the Clerk to write to Cumberland Council about this.

- vi. Councillor Gill said he wanted to comment on the Galleon and said that letters of thanks should be sent by the Council to all those that had been involved and thanking them and looking forward to future participation in future events

2829/25 Date and Time of next Meeting

The next Town Council Meeting would be on Thursday 28th August 2025 at the Beacon Portal, Whitehaven at 6.00pm

The Chairman said there were 3 further matters that had been raised by the Clerk to consider

2830/25 National Joint Council Notification of Rates of Pay

The Clerk informed the Council that had received notification from CALC that the National Joint Council for Local Government had reached an Agreement on rates of pay applicable from 1st April 2025 and were encouraging all employers to implement this pay award as soon as possible. It was proposed by Councillor Hayes and seconded by Councillor Taylor that this be noted and approved. A vote was held and it was unanimously

RESOLVED – That the National Joint Council for Local Government's Agreement for rates of pay applicable from 1st April 2025 be noted and approved.

2831/25 Tombola Prizes for Flower and Vegetable Show

The Clerk reported that there would be a Tombola at the Council's Flower and Vegetable Show in St Nicholas Gardens on 6th September 2025 and she was looking for donations and asked that if any Councillors had any items that would be suitable as Tombola Prizes could they please hand them into the Clerk or Assistant Clerk

2832/25 Robotic Exhibition in Council Offices – 20/10/25 to 31/10/25

The Clerk reported that the Council had organised a Robotic Exhibition to take place in the Council Offices from 20th October to 31st October 2025 and asked for volunteers to man the exhibition during this time. She said she would send out a list of slots so that Councillors could indicate when they would be available. Councillor Taylor said that he would like to volunteer.

2833/25 IN PRIVATE

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. Councillor Hayes proposed this and Councillor Taylor seconded this. A vote was held and it was unanimously

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

2834/25 Update on Office Accommodation

Further to Minute 2816/25 the Clerk gave a report on progress since that time with the up to date position regarding the renovation work to the Council Offices together with details of budget expenditure and projection of total expenditure

Para 1.1 Page 1 – monthly update on Progress

Para 1.2 Page 2

- Deposit Account Starting Balance, Contract Price minus payment made to William King

Para 1.2 Page 3

- Deposit Account Income since 1st April 2024

Para 1.2 Page 4

- Invoices received from William King

Para 1.2 Page 5

- Projected expenditure other than from William King

Para 1.2 Page 6

- Expenditure since 1st April 2024

Para 1.2 Page 7

- As at February 2025 individual percentages of work in contract that have been complete

Para 1.3

- The Architect had recommended two additional expenditures namely
 - (i) Installation of 50mm Marmox fire boards to ginnel steelwork, including labour £1,451.17 plus VAT

- (ii) Block up window to rear courtyard (admin office) £384.77 plus VAT

It was proposed by Councillor Hayes and seconded by Councillor O’Kane that the information contained in paragraphs 1.1 and 1.2 be approved and noted and the extra works recommended in paragraph 1.3 be approved. A vote was held and it was unanimously

RESOLVED – That the information contained in paragraphs 1.1 and 1.2 of the report be approved and noted and the extra works recommended by the Architect in paragraph 1.3 be approved

2835/25 Applications for Grant – RYT&SH

The Council considered an application for a grant of £1,000 from RYT&SH
It was proposed by Councillor Gill and seconded by Councillor Hayes that a grant of £500.00 be awarded to RYT&SH. A vote was held and it was unanimously

RESOLVED – That a grant of £500.00 be awarded to RYT&SH.

The Meeting Closed at 6.40pm

Chairman

WTC 28/08/2025

Agenda Item 6

Planning Application for Consideration by Whitehaven Town Council

<u>Application Number</u>	<u>Detail</u>
4/25/2129/0F1	Consultation on Additional/Amended Information: CHANGE OF USE FOR EXISTING DWELLING/VACANT COMMERCIAL UNIT (NO. 5 & 6 CHURCH LANE) TO LARGE HMO (SUI GENRIS) TO JOIN TWO PROPERTIES & EXTERNAL ALTERATIONS INCLUDING NEW WINDOWS AND DEMOLITION OF EXISTING OUTBUILDINGS 5 & 6 CHURCH LANE, HENSINGHAM, WHITEHAVEN
4/25/2263/TPO	REMOVAL OF TREE (T1) SITUATED WITHIN A CONSERVATION AREA HILLCREST, INKERMAN TERRACE, WHITEHAVEN
4/25/2264/TPO	REMOVAL OF TREE (T1) AND 30% CROWN REDUCTION TO TREE (T2) SITUATED WITHIN A CONSERVATION AREA MECHLIN, INKERMAN TERRACE, WHITEHAVEN
4/25/2265/0F1	CHANGE OF USE OF GROUND FLOOR OF FORMER HSBC BANK TO 'SPEAKEASY' CAFÉ BAR WITH OUTDOOR SEATING AREAS TO REAR AND FRONT INCLUDING THE INSTALLATION OF RAILINGS ALONG THE ROAD FRONTAGE, THE FORMATION OF NEW DOOR OPENING WITH EXTERNAL STEPS IN SIDE (SOUTHEAST) ELEVATION AND ALTERATION OF WINDOW TO DOOR IN REAR (NORTHEAST) ELEVATION

Application Number

Detail

69 LOWTHER STREET, WHITEHAVEN

4/25/2268/0L1

LISTED BUILDING CONSENT FOR INTERNAL
REMODELLING OF OFFICE SPACE
**CATHERINE MILL, CATHERINE STREET,
WHITEHAVEN**

4/25/2272/0F1

PROPOSED CAR WASH AND VALETING FACILITY
INCLUDING RETENTION OF EXISTING CABIN
BUILDING ON EXISTING GARAGE AND CAR
SALES SITE
**LAND BETWEEN ASDA AND VETERINARY
SURGERY (KNOWN AS CHURCH CAR SALES),
PRESTON STREET, WHITEHAVEN**

4/25/2282/0F1

SIDE EXTENSION FOR PROVISION OF WET ROOM
161 HIGH ROAD, WHITEHAVEN

4/25/2283/0F1

CHANGE OF USE FROM VACANT STORE TO
DWELLING
**BLEACH GREEN PADDOCK, 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 approve the recommendations in paragraphs 3.1 and 3.2.

1.0 INTRODUCTION

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

2.0 FINANCIAL POSITION

- 2.1 The bank reconciliation was carried out on 19th August 2025. This shows a balance of £395,562.68. There are payments to the value of £2,571.52 outstanding.
- 2.2 The balance in the deposit account is £311,852.90.

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.

28/08/2025

Appendix 1

Invoices for Consideration by Whitehaven Town Council

Date	Supplier	Category	Detail	Total Amount	Power	Column1
03/08/2025	Arborscape	3rd Party	Beds, Borders and Planters Contract - July 2025	£ 4,800.00	s.144 LGA 1972	
03/08/2025	Arborscape	3rd Party	Allotment Maintenance Contract - July 2025	£ 658.80	s.23 Small Holdings & Allotments Act 1976	
06/08/2025	Sharp Business Systems Uk Plc	Supplies & Services	Photocopier Minimum Copies Charge for July 2025	£ 30.00	s.111 LGA 1972	
13/08/2025	Viking	Supplies & Services	Copier Paper	£ 49.02	s.111 LGA 1972	
14/08/2025	Ms V Gorley	Supplies & Services	Adobe Annual Subscription	£ 21.14	s.111 LGA 1972	

£ 5,558.96

WHITEHAVEN TOWN COUNCIL

CASH BOOK FROM 1 APRIL 2025

APPENDIX 2

Date	Ref	Payee	Employees/ Allowances	Premises	Supplier/ Services	3rd Party	Grants	Alloctms Maint	Ground Hospitality	Civic Hospitality	Ranger/50 W.L.B	Wind Grants	Electrons	Environmental Improvements	Events	Codrigs/achts	Reserves	Net Total	VAT	Total	Min. Ref.
April 2025																					
1	01.04.2025	Cumberland Council		2544.90														£ 2,544.90		£ 2,544.90	
2	01.04.2025	Cumberland Council		12100.75														£ 12,100.75		£ 12,100.75	
3	01.04.2025	BACS			1197.00													£ 1,197.00		£ 1,197.00	
4	02.04.2025	BACS				1197.00												£ 1,197.00		£ 1,197.00	
5	02.04.2025	IDEAS																£ 43,003.25		£ 8,800.65	
6	02.04.2025	CHAPS																£ 35.00		£ 25.00	Contract
7	02.04.2025	CHAPS Fee																£ 112.50		£ 22.50	CHAPS Fee
8	07.04.2025	Cumberland Building Society																£ 6,892.67		£ 1,385.53	Contract
9	09.04.2025	BACS																£ 16.68		£ 0.83	Contract
10	09.04.2025	BACS																£ 30.00		£ 30.00	Mayors Allowance
11	09.04.2025	BACS																£ 230.00		£ 230.00	
12	09.04.2025	BACS																£ 208.58		£ 215.77	
13	09.04.2025	BACS																£ 946.00		£ 69.00	Contract
14	10.04.2025	BACS																£ 5,905.39		£ 5,905.39	
15	15.04.2025	BACS																£ 2,366.91		£ 2,366.91	
16	15.04.2025	BACS																£ 821.99		£ 821.99	HMRC
17	15.04.2025	BACS																£ 174.86		£ 8.74	HMRC
18	16.04.2025	DD																£ 10.60		£ 0.58	Contract
19	16.04.2025	DD																£ 115.20		£ 23.04	Contract
20	22.04.2025	DD																£ 46.03		£ 1.38	Contract
21	25.04.2025	BACS																£ 650.00		£ 650.00	Ward Grant
22	25.04.2025	BACS																£ 4,731.79		£ 4,731.79	
23	25.04.2025	BACS																£ 2,237.16		£ 2,237.16	
24	25.04.2025	BACS																£ 88.56		£ 17.71	
25	25.04.2025	BACS																£ 25.00		£ 5.00	
26	25.04.2025	BACS																£ 143.85		£ 28.77	
27	25.04.2025	BACS																£ 15.00		£ 3.00	
28	25.04.2025	BACS																£ 17.84		£ 17.84	
29	25.04.2025	BACS																£ 1.54		£ 1.54	
30	25.04.2025	BACS																£ 2.00		£ 2.00	
31	25.04.2025	BACS																£ 72.00		£ 14.40	
32	25.04.2025	BACS																£ 204.00		£ 224.40	
33	25.04.2025	BACS																£ 558.00		£ 111.60	
34	25.04.2025	BACS																£ 78.00		£ 15.80	
35	25.04.2025	BACS																£ 297.81		£ 59.56	
36	25.04.2025	DD																£ 108.35		£ 108.35	
37	25.04.2025	DD																£ 11.49		£ 11.49	
38	01.05.2025	DD																£ 792.57		£ 158.51	
39	01.05.2025	BACS																£ 73,911.71		£ 88,694.05	
40	07.05.2025	CHAPS FEE																£ 25.00		£ 25.00	CHAPS Fee
41	07.05.2025	BACS																£ 24.62		£ 1.23	
42	07.05.2025	BACS																£ 177.79		£ 8.89	
43	07.05.2025	BACS																£ 302.36		£ 302.36	Contract
44	07.05.2025	BACS																£ 5,905.18		£ 5,905.18	Ward Grant
45	15.05.2025	BACS																£ 2,267.12		£ 2,267.12	
46	15.05.2025	BACS																£ 821.59		£ 821.59	HMRC
47	15.05.2025	BACS																£ 115.20		£ 138.24	
48	19.05.2025	DD																£ 44.02		£ 44.02	
49	23.05.2025	BACS																£ 477.00		£ 95.40	
50	23.05.2025	BACS																£ 949.00		£ 638.80	
51	23.05.2025	BACS																£ 320.00		£ 384.00	
52	23.05.2025	BACS																£ 25.00		£ 5.00	
53	23.05.2025	BACS																£ 900.00		£ 900.00	
54	23.05.2025	BACS																£ 2.75		£ 2.75	
55	23.05.2025	BACS																£ 65.00		£ 65.00	
56	23.05.2025	BACS																£ 70.00		£ 14.00	
57	23.05.2025	BACS																£ 34.85		£ 6.37	
58	23.05.2025	BACS																£ 28.68		£ 28.68	
59	23.05.2025	BACS																£ 10.85		£ 1.39	
60	23.05.2025	BACS																£ 117.91		£ 117.91	Contract
61	23.05.2025	BACS																£ 312.30		£ 374.75	Contract
62	23.05.2025	BACS																£ 11.95		£ 11.95	Contract
63	23.05.2025	BACS																£ 792.57		£ 158.51	
64	23.05.2025	BACS																£ 174.50		£ 174.50	Contract
65	23.05.2025	BACS																£ 169.01		£ 8.45	
66	23.05.2025	BACS																£ 20.60		£ 1.06	
67	23.05.2025	BACS																£ 250.00		£ 50.00	
68	23.05.2025	BACS																£ 628.00		£ 628.00	Ward Grant

INCOME 2024-2025

Date	Item	Precept	Interest	Other
01.04.2025	Allotment Rents			2896.50
07.04.2025	Allotment Rents			450.00
07.04.2025	HMRC - VAT Refund - March			23024.49
10.04.2025	Allotment Rents			310.00
16.04.2025	Precept	524003.00		
22.04.2025	Allotment Rents			440.00
24.04.2025	Allotment Rents			40.00
07.05.2025	Allotment Rents			140.00
12.05.2025	HMRC - VAT Refund - April			11050.23
20.05.2025	Allotment Rents			120.00
06.06.2025	Allotment Rents			40.00
06.06.2025	HMRC - VAT Refund - May			15333.03
19.06.2025	Allotment Rents			148.00
27.06.2025	Allotment Rents			40.00
07.07.2025	HMRC - VAT Refund - June			28785.65
10.07.2025	Deposit Account Credit Adjustment			252.49
28.07.2025	Allotment Rents			40.00
31.07.2025	Sellafield Sponsorship			5500.00
08.08.2025	HMRC - VAT Refund - July			34156.32

524003.00	0.00	122766.71	646769.71
-----------	------	-----------	-----------

WHITEHAVEN TOWN COUNCIL
SUMMARISED INCOME & EXPENDITURE STATEMENT
FINANCIAL YEAR 2024-2025

Expenditure Net
of VAT Invoices not yet
processed Budget

BANK BALANCES BROUGHT FORWARD

CBS 53905917 (01.04.2025)	92,200.21
CBS 53906216 (01.04.2025)	581,114.51
TOTAL OPENING BALANCE	£ 673,314.72

INCOME:

Precept	524,003.00
Interest (Deposit)	
Other Income	122,766.71
TOTAL INCOME	£ 646,769.71

EXPENDITURE

Employees & Allowances	46553.87
Premises	20327.23
Supplies/Services	11560.85
3rd Party	9058.00
Grants	1000.00
Allotments	6828.51
Ground Maintenance	0.00
Civic Hospitality	0.00
Ranger	12899.91
Whitehaven In Bloom	5937.25
Ward Grants	2580.36
Elections	0.00
Environmental Improvements	0.00
Events	13027.88
Contingencies	0.00
Reserves	395437.62
VAT (to be reclaimed)	90025.89
TOTAL EXPENDITURE	£ 615,240.37

CASH BOOK BALANCE

Brought forward	£ 673,314.72
Income	£ 646,769.71
Expenditure	£ 615,240.37
Town Council Funds	£ 704,844.06

BANK BALANCES

CBS 53905917 (19/08/2025)	395,562.68
CBS 53906216 (19/08/2025)	311,852.90
	£ 707,415.58

Less Unpresented Cheques	2,571.52
--------------------------	----------

FINANCIAL POSITION	£ 704,844.06
---------------------------	---------------------

WTC 28//08/2025

Item 8

**ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN
FOR YEAR ENDING 31st MARCH 2025**

Purpose of the Report and Recommendation

To inform Councillors of the Final External Auditor Report and Certificate for 2024/25 and to approve and note it

1.0 INTRODUCTION

- 1.1 The Council's External Auditors, Moore have issued their Report and Certificate for 2024/25 which is attached at Appendix 1.
- 1.2 Councillors will see from Section 3 of the External Auditor Report and Certificate that information submitted by the Council is in accordance with the Proper Practices and no other matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.
- 1.3 The Notice of Conclusion of the Audit will in accordance with Regulations be published on the Council's website and a copy has been displayed in the window of the Council Offices.

2.0 RECOMMENDATION

- 2.1 That the Council approve and note the External Auditor Report and Certificate for 2024/25

Section 3 - External Auditor Report and Certificate 2024/25

In respect of **Whitehaven Town Council**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2025; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors

2 External auditor limited assurance opinion 2024/25

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with the *Proper Practices* and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

Insufficient information was provided with the initial supporting data submitted for review with regards to significant variances, which was later provided on request. The parish council should in future ensure that all the necessary supporting information is provided with their annual submission.

3 External auditor certificate 2024/25

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2025.

External Auditor Name



External Auditor Signature

A handwritten signature in blue ink that reads 'Moore', written over a horizontal line.

Date

06/08/2025

CALL FOR SITES FOR CUMBERLAND LOCAL PLAN

Purpose of the Report

To discuss the consultation launched by Cumberland Council regarding its Call for Sites for the Cumberland Local Plan and to seek Members' views on this

1.0 INTRODUCTION

- 1.1 Further to Minute 2825/25 when it was agreed that there was not enough time to consider this and that Councillors should go away and consider it and if there were any comments to submit them to the Clerk and the matter be put on the Agenda for the next Council Meeting.
- 1.2 At the time of writing this Report no comments have been received
- 1.3 The consultation period runs until Sunday 4th January 2026 and guidance can be found on the Cumberland Council website

2.0 RECOMMENDATION

- 2.1 It is recommended that Members consider the issue and make any comments/views they may have.

Whitehaven Town Council

From: Robinson, Francesca
<Francesca.Robinson@Cumberland.gov.uk>
Sent: 03 July 2025 08:54
To: planningpolicy@cumberland.gov.uk
Subject: Cumberland Council - Call for Sites (Local Plan)

Dear Parish and Town Councillors

Cumberland Council has now launched its Call for Sites for the Cumberland Local Plan; this is a key stage in the development of the new Local Plan for Cumberland as it will help us to understand where land is actively available that could help meet the need for future development, and also the opportunities and locations to protect sites that have local value.

Any interested party is invited to identify sites which they would like to see either protected or developed for a particular use, as long as they have the landowner's permission. Such uses can include housing, retail, employment, open space, habitat creation, minerals and waste.

There are no size or locational requirements for the submitted sites, but any land submitted must have the landowner's permission and it must be within the Cumberland Local Plan area. As such, it should not include land within the St. Cuthbert's Garden Village and the Lake District National Park as these areas of Cumberland are covered by separate Local Plans (which can be viewed online at www.stcuthbertsgv.co.uk and www.lakedistrict.gov.uk/planning/planningpolicies/local-plan).

The Call for Sites process will run until **Sunday 4th January 2026**.

More information and guidance on the process (including the submission forms) can be found online at: www.cumberland.gov.uk/planning-and-building-control/planning-policy/cumberland-local-plan.

Cumberland Planning Policy Notifications and Consultations

We will continue to notify you of all our Local Plan and wider planning policy updates and consultations. Please let us know if there is any other specific email address that you would like us to use for consultations or if there is anyone else in your organisation that we should be consulting instead.

If you no longer wish to receive updates from Planning Policy, please email planningpolicy@cumberland.gov.uk to let us know.

If you have any queries please do not hesitate to contact us.

Kind Regards

Planning Policy Team

E: planningpolicy@cumberland.gov.uk

E: stcuthbertsgv@cumberland.gov.uk (for enquiries relating to St Cuthberts Garden Village only)

T 0300 373 3730

www.cumberland.gov.uk

**RECOMMENDATIONS FROM ALLOTMENT ADVISORY
GROUP MEETING**

Purpose of the Report

To inform the Council of a Zoom Meeting held on Thursday 7th May 2025 between the Allotments Advisory Group and the Allotment Site Representatives

1.0 INTRODUCTION

- 1.1 A meeting was held on zoom between the Allotment Advisory Group and the Site Representatives. Mr Marston said he would not be attending but submitted his views by email and asked that they be read out at the Meeting. Simon Watts the Site Representative from Cartgate Allotments attended but no response was received from the Site Representatives from Midgey and Sneckyeat Allotment Sites.
- 1.2 Mr Marston when submitting his apologies on 7th August 2025 at 15.23 had asked the Clerk to read out his views in his email to the Allotments Advisory Group and this was done and his email was discussed.

1.3 RECOMMENDATION

- 2.1 The Allotment Advisory Group's comments and Recommendations are attached at Appendix 1 attached to the Report and the Council are asked to consider these

**RECOMMENDATIONS TO FULL COUNCIL MADE BY ALLOTMENTS
ADVISORY GROUP AT A ZOOM MEETING HELD ON 07/08/25**

Present

Councillor R Gill, Chairman
Councillor C Hayes
Councillor A Spedding
Simon Watts - Cartgate Site Representative

Apologies from William Marsden from Crow Park

1. The Clerk read out Mr Marston's email to the Advisory Group as he had requested. The Chairman said he did not recognise Mr Marston as the representative of Crow Park Allotment Site. He said there was no bank account, no meetings, no committee and he was just self appointed. Councillor Spedding said MR Marston was not officially positioned to be the spokesperson. He said he had asked quite a few times for Crow Park to set up a small committee like they have at Cartgate and Midgey Ghyll and nobody had come back so he couldn't give any of his Ward Grant money to Crow Park. He said Midgey Ghyll didn't have a single complaint and everyone was happy there. The Chairman said he had 2 allotment sites in his Ward and there were no problems at all. The Chairman said that unless Mr Marston forms a Committee and shows he is duly elected by a minute of that Committee that the Council will not recognise him as a representative for the Crow Park Allotment Site. This was agreed to by all present

RECOMMENDED – (i) that unless Mr Marston forms a Committee for Crow Park and shows he is duly elected by a minute of that Committee that the Council will not recognise him as a representative for the Crow Park Allotment Site.

(ii) That anyone who contacts Mr Marston with a complaint he should direct them to write or contact the Council Offices direct with their name and address and details of their complaint

2. Mr Marston asked that all the Councillors should visit the Allotment Site to view the mess that Whitehaven Town Council has got the site into. The

Clerk said that the point of the AAG was to look at any problems and make a recommendation to Council. It was unanimously
RECOMMENDED – That this is not agreed to

3. Mr Marston said there should be a change to the format of the Council Meetings as he needed to be able to raise the concerns of Crow park tenants. The AAG took the view that the format should not be changed as there is a public participation item on the Agenda for people to raise their concerns/views. The proper place to discuss allotment issues was via the Council Offices or to the Allotment Advisory Group. Simon Watts said that they had a good working relationship with the Council and he always advised his members to write or speak direct with the Council about any problems. It was unanimously

RECOMMENDED - That this be not agreed to

4. Simon Watts referred to mares tail on Allotment sites. He said on his site they all looked after their own weeds on their own plots- mares tail and everything. He said with mares tail if you keep pulling it out it weakens it and you can control it that way. He didn't think it was up to the Council to come and poison everything. He said if a person has a plot it's up to them to keep it tidy and in reasonable condition and Councillor Spedding agreed with this. It was unanimously

RECOMMENDED – That mares tail be the responsibility of the tenants of individual Allotment plots

5. It was also agreed that the Clerk would reply to the other questions in Mr Marstons email.

ALLOTMENT UPDATE REPORT

Purpose of Report and Recommendation

To consider a report on the present position with regards to Allotments

1.0 INTRODUCTION

- 1.1 Further to Minute 2826/25 the position with regards to the Council's Allotment Sites is as follows-

Cartgate Allotment Site

- There are no vacancies on Cartgate Allotment Site

Crow Park Allotment Site

- There are 3 vacant plots on Crow Park and we are actively trying to find tenants for these.

Midgey Allotment Site

- There are no vacancies on Midgey Allotment Site except for the plot specifically adapted for people with disabilities.

Sneckyeat Allotment Site

- There are no vacancies on Sneckyeat Allotment Site

- 1.2 There are no outstanding reported repairs from the Site Representatives

- 1.3 This is essentially the same as last month's details and due to staff holidays and illness the inspections will not be

carried out until next week and any updates will be reported at the Council Meeting

2.0 RECOMMENDATION

It is recommended that the above report be noted