

WHITEHAVEN TOWN COUNCIL

Minutes of the Council Meeting held on 11th June 2015

Present: Councillors R. Gill (Vice-Chairman in the Chair), D. Elliott, J. Forster, J. Kane, J. A. Laine, G. McKew, B. O’Kane, G. Roberts, N. Williams

M. Jewell, Interim Clerk to the Council

Members of the Public

A member of the Press

Before the business of the meeting started Councillor Gill reported that the Chairman’s Father had died and on behalf of the Council extended his condolences to Councillor Guest and his family and asked the Interim Clerk to send Councillor Guest a card to express the Council’s sympathy and condolences.

22/15 Apologies For Absence

Apologies for absence were received from Councillor M. Guest and Councillor C. Arrighi.

23/15 Minutes of Meeting held on 21st May 2015

The Minutes of the first Annual Meeting held on 21st May 2015 were signed by the Chairman as a correct record.

24/15 Declarations of Interest

There were no declarations of interest by members in respect of Agenda items.

25/15 Public Participation

Four issues were raised under the public participation item namely:-

- (i) Charles Maudling raised the question of Christmas Lights and asked where they were being stored and what would be happening to them. The Interim Clerk said that they were in storage at Copeland Borough Council's Moresby Parks Offices and that they could be transferred to the Town Council as the Borough Council would no longer be providing Christmas lights in Whitehaven. The Chairman said that this would need to be considered at a future meeting of the Council.
- (ii) John Trevaskis raised various matters in relation to Sneckyeat Allotments namely:-
- How much income was received per annum for allotments
 - The main gate at the Sneckyeat allotments needs to be locked at night
 - Cockerels on allotment sites
 - At Sneckyeat money had been donated to replace the wooden gate with a metal gate and that work in relation to the car park had not been completed
 - Padlocks and chains

The Chairman informed Mr Trevaskis that these issues would be investigated and that he would receive a written reply.

- (iii) County Councillor E. Weir raised the issue of the bus shelter opposite Weatherspoons. She said there was money in her budget for the provision of a bus shelter but that Copeland Borough Council could not pay for the maintenance which was in the region of £1500 - £2000. Councillor Weir said that it was important to have a decent bus shelter in this area of Whitehaven and for it to be maintained and that she wished this to go on the Agenda for the next Town Council meeting. The Chairman informed Councillor Weir that she should put her request in writing to the Interim Clerk giving full details of the project including costings.
- (iv) Peter Tyson Copeland Borough Councillor for Sandwith stated that there was a problem with grass cutting in his area and asked if the Town Council would be prepared to take on a lengthsmen

scheme. The Chairman informed him that grass cutting was on the Agenda at item 12.

26/15 Book of Remembrance

An email had been received from Joseph Ritson about compiling a Book of Remembrance to commemorate all the service people from the Whitehaven area who had lost their lives in the service of their country from the late nineteenth century to the present date. Mr Ritson attended the Council meeting and the Chairman asked him to outline his request. Mr Ritson made the following points:-

- Two Rolls of Honour for the First and Second World Wars had been prepared by the former Whitehaven Borough Council but neither Roll was on display or readily accessible.
- If all the details were put together in one Book of Remembrance from the late 1870s to the present day the Whitehaven area would have the same as other areas
- That he had nearly finished compiling all the information and that when complete suggested that the details should be put on the Town Council's website and then after a suitable period of time published in book form so that libraries and schools could access it.

The Chairman said that a Book of Remembrance for the Whitehaven area was a very good and positive step to honour all those service people who had died on our behalf.

- RESOLVED** – (i) That when the Book of Remembrance has been compiled by Mr Ritson it be put on the Town Council's Website and
- (ii) After a suitable period of time (not less than 12 months) the Town Council have the details published into a bound copy

27/15 Planning Applications Received

The Council considered the following applications for Planning Permission:-

Application No.	Details
4/15/2193/0F1	Two storey extension, front porch and rear garden sunroom, 12 Brayton Road, Bransty, Whitehaven
4/15/2205/TPO	Trimming of three shrubs/hedges Situated within a Conservation Area at the rear of 5,6,and 7 Castle Mews Whitehaven
4/15/2199/0F1	Change of use of part ground floor from domestic to retail 101 Woodhouse Road Whitehaven
4/15/2200/0L1	Listed Building Consent for changes to Rear elevation (extractor fan outlet x2 gas flue x2, satellite dish x2, gas supply pipe x2 and waste pipes) 76-77 Lowther Street Whitehaven
4/15/2202/0F1	Erection of four bedroomed detached dwelling Plot 6, former White School, Kells, Whitehaven
4/15/2203/0F1	Lawful Development Certificate for a Proposed single storey rear extension with alterations to roof of existing single extension 18 Loop Road South Whitehaven
4/15/2207/TPO	Works to various trees protected by a Tree Preservation Order part fields 4436 and 4039, land south of Aikbank Road and west of Victoria Road
4/15/2214/0F1	Siting of temporary storage container and erection of temporary safety fence at 76 Cambridge Road, Whitehaven

RESOLVED – That there there were no responses/comments on these applications and that the Interim Clerk inform the Planning Authority accordingly.

28/15

Progress Reports

1. Terms of Reference for Planning Committee and Finance Committee

RESOLVED – (i) That the Terms of Reference for the Planning Committee and the Finance Committee be approved and

(ii) That the appointment of the members for each committee be made at the next Council meeting

2. Accommodation

The Interim Clerk reported that Heads of Terms had been received from Copeland Borough Council for the lease of a room in Whitehaven Civic Hall. The Chairman stated that it may be that the Town Council should accept this on an interim basis whilst continuing to look for more suitable accommodation. It was reported that Councillor Arrighi who could not attend the meeting expected to receive information very shortly on other accommodation which may be more suitable.

RESOLVED – That the Heads of Terms be accepted in principle but that the outcome of Councillor Arrighi's enquiries be awaited and reported to the next meeting.

3. Insurance

In accordance with Minute 15/15 the Interim Clerk reported that Insurance had been taken out with Zurich Municipal with effect from 22/05/15

RESOLVED - That the action taken be approved.

4. Bank Account

The interim Clerk reported that information had not been received from all banks but information had been received from Unity Trust Bank which was used by many town councils. Councillor Laine stated that Santander had business accounts. Following a discussion it was

RESOLVED – That the Chairman and the Interim Clerk investigate this matter and compare the various banks and then the Chairman contact each member of the Council with all the details to reach an agreement so that the matter can be formally approved at the next Council meeting.

5. Website

Councillor McKew reported that the development of the website was progressing and that he would need to meet with the Interim Clerk to discuss certain legal aspects and to agree what should go on the website. He said there were a few cost implications:-

- £7.99 for a domain name
- £4.99 per month for hosting
- £65 for a professional template

Councillor McKew said he hoped to be able to give a demonstration of the website to the Council in the next few weeks.

- RESOLVED** – (i) That the Interim Clerk meet with Councillor McKew to discuss various aspects of the website
- (ii) That the costings for the website given above be approved

29/15

Staffing Committee

It was proposed and seconded that Councillor O’Kane be appointed Chairman of the Staffing Committee.

RESOLVED – That Councillor O’Kane be appointed Chairman of The Staffing Committee for 2015/2016.

Councillor Williams had indicated that due to a conflict of interest he wished to stand down as a member of the staffing Committee.

It was proposed and seconded that Councillor G. McKew be appointed to replace Councillor Williams on the Staffing Committee. The Staffing Committee now comprised Councillors J. Forster, J. Laine, G. McKew, B. O’Kane, and G. Roberts.

RESOLVED – That Councillor McKew be appointed to the Staffing Committee for 2015/2016.

30/15 **Consultation with the Public**

The Council discussed how best to consult with their constituents to find out what they wanted the Council to do. The Chairman said other Town Councils had notice boards and Councillor Laine suggested having a digital board.

Councillor Williams asked the public present at the meeting how they would like to receive information and it was pointed out to the Council that not everyone had access to the internet so information would also have to be provided in a non-electronic format.

Following a discussion it was:-

- RESOLVED** – (i) That the Interim Clerk investigate the cost of a notice board and where it could be sited.
 (ii) That Councillor Laine find out the cost of a digital board
 (iii) That the Interim Clerk contact the Whitehaven News to ask them to do a news feature on the Town Council and to ask the public for their views on the type of things they would like the Town Council to do in the area.

31/15 **Financial Report**

The Interim Clerk reported that since the last meeting the following expenditure had been incurred:-

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|---|---------|
| • Zurich Municipal Insurance Premium | £581.05 |
| • Hire fees for the United Reformed Church | |
| Hall for 21 st and 28 th May 2015 | £105.00 |

RESOLVED – That the expenditure be approved.

32/15 **Allotments**

The Interim Clerk reported on the number of allotments at Sneckyeat, Cartgate, Midgey and Crow Park and that the Borough

Council had offered to arrange a site visit for the Town Council to visit the allotment sites. Following a discussion it was:-

- RESOLVED** – (i) That an Allotments Task Force be set up comprising Councillor Kane, Councillor McKew, Councillor Roberts, Councillor Forster and Councillor Laine.
- (ii) That Copeland Borough Council's offer be accepted and that the site visit be arranged for 30th June 2015.

33/15

Grass cutting and St Nicholas Gardens

Grass Cutting

Councillor O'Kane raised the question of grass cutting and said it was a huge issue of importance to many people. He had spoken to John Davis, Copeland Borough Council's Parks Manager to identify those areas in the Town Council's area that were no longer being cut by the Borough Council and the cost for cutting those areas. The areas identified were:-

- Verges from Firestation to Alma Bank Road
- Carlton Drive to Thornton Road
- End of Carlton Drive
- Thornton Road entrance
- Verges along Thornton Road
- End of Greenlands Avenue
- Ashleigh Place
- Hillcrest Avenue
- Tower Hill
- Victoria Road Verge
- Rannerdale Drive Junctions
- Crossfield Road, Bransty Verges
- Area next to St Gregs/St Pats School
- Verges along Whinlatter Road
- Yewbarrow Close – Bank
- Whinlatter Road – large bank
- Wastwater Road entrance
- Monkway Bungalows, junction of Monkway Brow
- Verge next to Monkway Cottages
- Corner Harbour View/ High Road

- Mirehouse Road verge

Councillor O’Kane reported that the cost for Copeland Borough Council to carry out an initial cut of those areas followed by a cut every two weeks amounted to £3800.

He said that for next year the Town Council would have to meet with Copeland Borough Council at a much earlier stage to discuss grass cutting and that it may be necessary to go out to tender.

RESOLVED – That Copeland Borough Council be asked to carry out grass cutting on the above mentioned areas and that expenditure of £3800 being the cost of carrying out the work be approved.

St Nicholas Gardens

Councillor O’Kane said that St Nicholas Gardens were an important focal point for the Whitehaven area for both residents and visitors and important to Whitehaven’s image. He said that many flower beds had been laid out but not planted due to lack of resources. A grant of £7000 had been given by Copeland Borough Council but this had been used for grass cutting and hedging. Councillor O’Kane said that a new group had recently been set up to look after St Nicholas Gardens but there was only enough money to plant two flower beds. The new group have said that to plant all the flower beds would cost £3000 plus £1000 for maintenance. (Copeland Borough Council would be carrying out the maintenance). Following a discussion it was :-

RESOLVED – That the new St Nicholas Group be awarded a grant of £3000 for the provision of flower beds and a grant of £1000 towards maintenance such grants to be paid on production of invoices to the Town Council showing the costs incurred.

34/15

Councillor Matters

Councillor Kane reported on the state of Castle Park. He said there was litter, broken glass and empty beer cans strewn about the park. He said the Police and the Borough Council Enforcement unit should be involved.

Councillor Gill raised the matter of the position of Mayor of the Town Council and said the Robes and Chain had been sent to the Beacon for

public display. He said the Town Council should have the Robes and Chain and there should be a Town Mayor. He requested an item be put on a future Agenda in respect of this.

Councillor O'Kane raised the question of chewing gum and said it was a problem in the area which people complained about and asked that an item be put on a future Agenda about this.

35/15

Dates and Venues of Next Meetings

The Chairman reported that the next meeting was on 2nd July 2015 at 7.00pm at the United Reformed Church Hall.

RESOLVED – That the dates times and venues for future meetings be set at the Council meeting on 2nd July 2015.

The meeting closed at 8.45pm



Chairman