

WHITEHAVEN TOWN COUNCIL

Clerk to Whitehaven Town Council & Responsible Financial Officer

Mr. Leslie J Abrahams

Tel. 07536091604

Summons

On this 15th May 2016 you are duly summoned to attend a Full Council Meeting of **WHITEHAVEN TOWN COUNCIL** which will be held at:

Venue: The Senhouse Centre, Senhouse Street, Whitehaven, CA287ES

Location: First floor meeting Room -

Date: Thursday, 19th May 2016

Time: 7.15-9.15PM

To transact the business set out in the agenda attached hereto.

Signed: *L.J. Abrahams*

Date: 15/05/2016

Leslie J Abrahams – Clerk & Responsible Financial Officer

WHITEHAVEN TOWN COUNCIL

To: Members of Whitehaven Town Council.

Councillors: Cllr Michael Guest - Mayor
Cllr Raymond Gill - Deputy Mayor
Cllr John Kane
Cllr Brian O’Kane
Cllr Jayne Laine
Cllr Carla Arrighi
Cllr Jeanette Forster
Cllr Norman Williams
Cllr Darren Elliot
Cllr Graham Roberts
Cllr Gavin McKew

Note: Standing Order 4 (d) v requires any Member who is unable to attend to confirm to the Proper Officer (2) days before the meeting that they are unable to attend.

WHITEHAVEN TOWN COUNCIL

Register of Attendance

Name	Present	Absent
Clr Guest		
Clr Gill		
Clr O’Kane		
Clr Forster		
Clr Arrighi		
Clr Laine		
Clr Roberts		
Clr McKew		
Clr Elliot		
Clr Forster		
Clr Williams		
Clerk		

Note: any apologies must be sent to the Proper officer in accordance with standing orders with a valid reason for absence. Non-compliance will result in a record of absence and failure to respond to a summons.

AGENDA

Item	Detail	Notes
1	Apologies for absence To receive apologies for absence.	
2	Minutes of Council Meeting held on 280416 Chairman to sign minutes as a true and correct record.	
3	Declarations of interest To receive declarations of interest by elected members in respect to Agenda items.	
4	Public Participation To take representation from the public in respect of business on the agenda. Note: This is a platform to answer such representations the chair may respond in accordance with Standing order 3(h). Maximum 15 mins & 3 mins per person.	

3

• PROMOTION OF EQUALITY & RESPECT FOR OTHERS • OBJECTIVITY & PROPRIETY • SELFLESSNESS & STEWARDSHIP • INTEGRITY • DUTY TO UPHOLD THE LAW • ACCOUNTABILITY AND OPENNESS •

AGENDA_

WHITEHAVEN TOWN COUNCIL

4a	Guest Speaker – Inspector Craig Lory Cumbria Constabulary: Community Policing in Whitehaven	
5	Planning Applications - To consider Planning Applications received. See appended List. Motion for the Clerk to respond	
6	Planning Committee Report: Cllr McKew (Lead) Report on planning applications received. (see list)	GMcK
7	Regeneration Committee Cllr O’Kane Update & Report	BOK
8	Finance Committee – Cllr Laine Finance Committee Report.	JL
9	Staffing Report – Cllr Roberts Motion to accept recommendations of Staffing Committee.	
10	Allotments Report – Cllr Forster Update on current status from Committee Motion to accept recommendations of Allotments committee.	JF
11	Hensingham Hand Rail Update from Clerk Motion to sign contract	LA
12	Financial Report – By Clerk Update on May up to 13 th May expenditure/income –And Payments for approval	LA
13	Public Consultation - Clerk To consider comments received from the public. <ol style="list-style-type: none"> 1. Cumbria Police C Lory – re APM 2. CALC Bulletin on National developments and meetings- sent to councillors 3. Whitehaven news – clarification – responded 4. Rum Story – APM booking confirmation 5. CBC Remittance advice-Sent to all councillors 6. Banners4U- order confirmation-Actioned 7. Copeland Rail users group meeting -Sent to councillors 8. NALC Coastal towns survey -sent to members 9. CALC Revised legal note on staff pensions-sent to Stafcom 10. Brian Sherwen -Photos for website 11. Business Toolbox- Facebook promotion advice 12. Online systems – documents for office comms 13. Graves Cumberland - Media inquiry for vacant shops- refer to Chamber of Trade 	LA

WHITEHAVEN TOWN COUNCIL

	<p>14. CALC NHS Regime event STC 15. CALC – Community consultation STC 16. Midshire -Copier upgrade ACTIONED 17. Print point- printing order 18. CBC – Civic hall procedures 19. S Thompson _Reinvigorate Whitehaven STC 20. CAAC Training list (pensions workshop) Staffing 21. Rob Romano; Litter Bins and other matters 22. CALC Blue deal workshop STC 23. Word Press update 24. Rebecca Beeres Castle Park Complaint – STC 25. NUGEN Invitation 14th May 26. Cumbria Police Inspector Lory re attending FC. 27. M Dalton Complaint to CBC 28. M Dalton – request for 280416 agenda and minutes 29. CALC May circular STC 30. CBC Parks GC quotation 31. Phoenix – safe quotation 32. J Robson request for copy of MG 060516 speech(sent) 33. CBC Street cleaning 34. Stephen McDowell – KIE park opening 35. L Tomlinson -Parish Council review 36. NUGEN Invite to CBC event at Golf Club 37. CALC 3 tier meeting STC 38. S Haraldson Sense of Place conference STC 39. CALC district association meetings 40. G Crawford -Complaint to licencing 41. Response from CBC Parking eye complaint 42. CBC Civic Hall Risk Assessment 43. H&H Signs quotation for window graphics 44. CALC National developments</p>	
14	<p>Annual meeting Notification of nominations for Mayor/ Deputy Mayor at meeting for 26th May 2016 at 7.15 PM at the Civic Hall Motion to accept Nominations</p>	LA
15	<p>Town Cleaning – Cllr Arrighi Update by Clerk</p>	CA
16	<p>Help to businesses & Clean up town – Cllr Laine Update by Cllr Laine</p>	JL

WHITEHAVEN TOWN COUNCIL

17	Whitehaven Townscape Heritage Initiative Stakeholder Partnership Motion to nominate WTC representative.	MG
18	Copeland Borough Council review of Parish councillor numbers by the Local Government Boundary Commission for England Motion to instruct CBC to carry out review	MG
19	Grant Application Cllr Roberts Motion to approve match funding grant to assist pupils of St Benedict's school to visit Lourdes. Report GR	GR
20	Seagull Proof bags Motion to purchase (A)500 (B)1000 seagull proof bags for businesses and residents who have seagull issues Quantity 1000 @ £2.86per Bag + £35.00 Delivery Charge	GR
21	Whitehaven to St Bees Cycle Path Motion to approve a further grant of £500 to ST Bees Parish Council due to increased cost of the study- see report	JL
22	Review of ACTIONS from 28/04/16 -Clerk By exception	LA
23	Councillor Matters Matters not on this Agenda raised by councillors on behalf of residents. <i>Note: No discussion or decision can be made on these matters but the Clerk may make investigations and/or they may be placed on a future Agenda of the Council.</i>	All
24	Items from previous meeting carried forward: 122/15 Expenditure for PA System & Remembrance Sunday – Invoices not yet received from CBC (carry forward to next meeting) email sent to C Boyce	All
25	Date & Venue of Next Meeting To confirm the date & venue of next meeting.	MG
26	A motion to resolve exclusion of the press and public from a closed meeting. (if required) In accordance with Public Bodies (Admission to Meetings) Act 1960, s.1 100	

WHITEHAVEN TOWN COUNCIL – MEETING MINUTES

Meeting: Meeting of Full Council	Location / Date / Time: The Senhouse Centre – Meeting Room 1900hrs 28/04/16
--	--

Present: (Participants) Cllr. M Guest (MG) Cllr R Gill (RG) Cllr J Laine (JL) Cllr J Forster (JF) Cllr G McKew (GMCK) Cllr G Roberts (GR) Cllr D Elliott (DE) Mr L Abrahams (Clerk)(LA) Register Signed by all above	Observer: Public participation Cllr Skillicorn Press Sarah Armstrong Whitehaven News Cllr Maudling + Others Apologies Cllr C Arrighi (CA) Cllr J Kane (JK) Cllr N Williams (NW) Absent None
--	--

ITEM	DETAIL	INITIALS
	Welcome to Meeting of FC – Opened by Cllr MG as Chair House keeping	MG LA
280/16	AGENDA ITEM 1 Apologies for absence Cllr J Kane, Cllr Arrighi, Cllr Williams Reasons given to the Clerk in accordance with standing orders	LA LA
281/16	AGENDA ITEM 2 (1)Minutes of Council Meeting held on 280216 Remove GMB (2)Minutes of Council Meeting held on 250216 Amend 227/16 (3)Minutes of Council Meeting held on 310316 (4)Minutes of Extraordinary Council Meeting held on 130416 Motion for; Chairman to sign minutes as a true and correct record. RESOLVED to move approve all the above noted minutes as a true record.	
282/16	Signed by the Chair AGENDA ITEM 3 Declarations of interest Member of CBC MG/GR/BOK/RG/JF	MG BOK RG JF GR

WHITEHAVEN TOWN COUNCIL – MEETING MINUTES

288/16	<p>AGENDA ITEM 9 Councillor Expenses Motion to allow Councillors to claim expenses incurred in line with their duties as a councillor as per current & future government and Inland Revenue guidelines. Acceptance by each individual councillor. LGA 1972 c.70 s.177 (2)a & b and s.178 Limited to £100 reimbursable for printer cartridges and other consumables . Any amount over £100 requires approval by Chair and Vice Chair. Motion to (partially) adopt Principle Authority (CBC) expense policy as per the Independent Remuneration Panel Report for FY 2016/17 Appended for all councillors and highlighted where relevant.</p> <p>VOTE CARRIED FOR (7) AGAINST (1)</p>	MG
289/16	<p>AGENDA ITEM 10 General updates by the Clerk Accommodation for WTC – Office fully functional Parking at Civic Hall – Lease to be amended to include a parking space. Purchased form CBC. Website – updated RESOLVED</p>	LA
290/16	<p>AGENDA ITEM 11 DELETED</p>	MG
291/16	<p>AGENDA ITEM 12 Parking Public Consultation Motion to set up public meeting at the Civic Hall with all stakeholders on a panel. NOTE: Actioned by CBC Mayor Amended Motion – WTC to participate RESOLVED or WTC to Participate</p>	JF JF
292/16	<p>AGENDA ITEM 13 Allotments Report – Chair Update on current status from Committee Motion to review insurance RESOLVED</p>	LA
293/16	<p>AGENDA ITEM 14 Hensingham Hadrail CBC to give long term lease for land at hand rail on ‘pepper corn’ rent. NOTED</p>	LA

WHITEHAVEN TOWN COUNCIL – MEETING MINUTES

<p>302/16</p>	<p>Nominations for Chair/ Vice Chair to be received 7 working days prior to meeting for 26th May 2016 at 7.00 PM at the Civic Hall. NOTED</p> <p>AGENDA ITEM 23 Town Cleaning – Cllr O Kane Motion to identify areas that require cleaning and engage with CCC & CBC. BOK – Prev engagement with Lengthsman scheme Need to pick grot spots List of Areas for Town Cleaning in Whitehaven 1.Castle Park-Litter/drinking/drug paraphernalia/grass cutting 2.Duke Street-Litter/chewing gum 3.King Street- Litter/chewing gum 4.Market area- Litter/chewing gum/weeds/bandstand roof 5.Btm brow up to Kells 6.KIE Park 7.Catherine Street- Litter/chewing gum/weeks/drug use 8.Strand street- Litter/chewing gum 9.Unused shop fronts 10. Lowther Street- Litter/chewing gum RESOLVED</p>	<p>BOK</p> <p>ALL</p>
<p>303/16</p>	<p>AGENDA ITEM 24 Help to businesses & Clean up town – Cllr Roberts Motion to provide town business with one seagull proof refuse cover to stop the litter on the streets as bags of rubbish are damaged. Amendment Prop GR 2nd JL Cllr McKew declared an interest Cllr Laine to negotiate a deal with the supplier. RESOLVED</p>	<p>GR</p>
<p>304/16</p>	<p>AGENDA ITEM 25 Parking Eye – Cllr Laine Motion for WTC to submit a formal objection to CBC with regard to their decision not to pursue prosecution of Parking Eye. Proposed amendment to defer RG 2nd GMcK – Not agreed The clerk clarified the motion. Cllr Laine explained the background Cllr Gill declared an interest as Chair of Overview and Scrutiny. Cllr O Kane declared an interest as member of O&S Cllr Forster declared an interest as member of O&S VOTE 2 For 2 Against 1 Abstains 3 Declarations of Interest Chair casting Vote FOR - RESOLVED</p>	<p>JL</p>

WHITEHAVEN TOWN COUNCIL – MEETING MINUTES

Whitehaven Town Council		Period	2
PLANNING APPLICATIONS		FC Meeting	190516
NB: Comments within 21 days of letter date			
Application Number	Detail	Date of letter	Objection Y/N Comments
CH/4/16/2139/0F1	Detached Garage 76 Victoria Road	06/05/2016	N No comment
CH/4/16/2135/0F1	To storey rear extension to form kitchen/dining/living at ground level with master bedroom and bedroom/study at first floor level plus internal remodelling (revision to approval 4/15/2262/0f1) Gyllside Sandwith Whitehaven	05/05/2016	N Revision of planning application 4/15/2262/0F1
CH/4/16/2091/0F1	Extension to front and side of existing attached garage, 5 Church Hill, Whitehaven	04/04/2016	N No comment
4/16/2125/HPAE	PRIOR NOTIFICATION FOR REAR GLASS ROOF CONSERVATORY WITH DWARF WALLS 74 BRANSTY ROAD, BRANSTY, WHITEHAVEN	19/04/2016	N No comment
4/16/2130/0F1	STRUCTURE PLANTING INCLUDING REPLACEMENT OF TREES HENSINGHAM BUSINESS PARK, HENSINGHAM, VARIOUS WORKS TO WINDOWS AND EXTERNAL WALLS	19/04/2016	N No comment
4/16/2133/0F1	29 CHURCH STREET, WHITEHAVEN	20/04/2016	N No comments

Regeneration Committee Cllr O'Kane

Update & Report

Initial request sent to Mayor Starkie (CBC) and Cllr Alan Holiday (Partnership group) to meet in late May early June in order to begin formal discussions on potential areas of mutual initiatives with regard to a focus on Town Centre Regeneration

Mayor Starkie will update his plans contained in CBC FY 2016-17 budget.

Invitations will be extended to CCC Members and other relevant stakeholders.

Proposed timing: Late May/ early June

Venue: Copeland Centre or other suitable venue.

If members feel we should have a full group meeting prior to this to identify our core objectives and our key priorities please advise accordingly.

Issues & Objectives:

1. Early summer clean up where possible as a priority.
2. Identify areas for clean-up. (Action list 28/04/16)
3. Pros and cons of chewing gum issue. Note: Having discussed the chewing gum situation many times with relevant folk a solution may prove very difficult and expensive, which is a real concern.

This will be an ongoing process.

A meeting of the Regeneration committee will be arranged post 26th May 2016 when the nominations have been agreed for members.

At this meeting a Chair and Vice Chair will be selected and we will discuss a draft TOR document.



Whitehaven Town Council Finance Report 19.05.16

AGENDA ITEM 8 -19.05.16
Cllr Jayne Lainé - Finance Chair
Cllr Carla Arrighi – Finance Vice Chair

BUDGET A

Agreed as a corporate body
No increase to the Whitehaven Town electorate

Vires

£20,000 has been vired from Capital Reserves into the Allotments for payment 2015/16
Invoice for allotment contract with CBC. £5,000 was already allocated in Option A Budget

2015/16 Town Council Precept

Transferred by CBC on 13.11.15 £309,976.81

2016/17 Town Council Precept

Transferred on 28.04.16 £332,073.00

Ward Grants

Cllr Gill £500 given to Greenbank Community Centre
Councillors urged to submit their £2k allocations as soon as possible for spend 2016/17.
This money was ringfenced from 2015/16 and needs to be spent (£22,000 ringfenced)

Seagull Sacks (Action JL to get cost)

Cost

Quantity 1000 @£2.17 per bag = £2,170 + £35 delivery (£2205)

Quantity 2000 @£1.90 per bag = £1,900 + £35 delivery (£2025)

Businesses could purchase from the Town Council at Cost price (Regeneration)

48x48x90cms

Councillor Expenses (accepted)

Accepted to a limit of £100 anything over requires Chair and Vice Chair approval. CBC
expense guidelines adopted as approved by the Independent Remuneration Panel.

•PROMOTION OF EQUALITY & RESPECT FOR OTHERS • OBJECTIVITY & PROPRIETY • SELFLESSNESS
& STEWARDSHIP • INTEGRITY • DUTY TO UPHOLD THE LAW • ACCOUNTABILITY AND OPENNESS •

Whitehaven Town Council, The Civic Hall, Lowther Street, Whitehaven, Cumbria, CA28 7SH
Tel: 01946 67366. <http://www.whitehaventowncouncil.co.uk> , info@whitehaventowncouncil.co.uk



Whitehaven Town Council Finance Report 19.05.16

End of Year Accounts

Consolidation in progress by the RFO. Will be submitted to Finance Committee when complete.

Intermediate Audit Review

Completed with BDO (Gov't appointed external auditors)

BDO confirmation that all payments made by CBC for WTC will be audited alongside CBC

1	Internal auditor takes place with RFO	19.05.16
2	Full Council approval of Annual Governance Statement	28.05.16
3	Full Council approval and minute S.2 Accounting Statement	28.05.16
4	Full Council to authorise the Chair to sign	28.05.16
5	Publication of electors rights	01.07.16
6	Display Audit	11.08.16
7	All documents to BDO	11.07.16

Insurance Update

	Sum Insured For
Office/Communication & IT equipment	£164.95
Ceremonial Pendant	£36,360.00
Cast Iron Whitehaven Road Sign	£12,322.00
Christmas Lights (1)	£3,030.00
Christmas Lights (2)	£12,322.00
Office Computer / equip & furniture	£20,000.00

Recommendations

- To Liaise closely with St Nicholas Church regarding the grounds (update since last meeting)
- To meet monthly in 2016/17 to start formulating the 2017/18 budget implementing priorities and projects agreed by the committees. (update since last meeting)

Pending Grants Applications

North Lakes Foodbank – Requested presentation	£5,000
The Solway Hall	£10,000
St Bees Cycle Network (feasibility) – further funding request	£500

Banking

Transfer of £400,000 from Current account deposit Account. Balance	£430,000
Bank statements now received for Period November 15 to March 16	
Need to review the use of Internet banking – Finance Committee	

•PROMOTION OF EQUALITY & RESPECT FOR OTHERS • OBJECTIVITY & PROPRIETY • SELFLESSNESS
& STEWARDSHIP • INTEGRITY • DUTY TO UPHOLD THE LAW • ACCOUNTABILITY AND OPENNESS •

Whitehaven Town Council, The Civic Hall, Lowther Street, Whitehaven, Cumbria, CA26 7SH
Tel: 01946 57366. <http://www.whitehaventowncouncil.co.uk> . info@whitehaventowncouncil.co.uk

STAFFING COMMITTEE REPORT

Cllr Roberts & Cllr McKew

Advice taken from Samantha Bagshaw about these options from Calc.

Local Government Pension Scheme

With 4.6 million members, the Local Government Pension Scheme is one of the largest public sector pension schemes in the UK.

The LGPS is a nationwide scheme and is a valuable part of the pay and reward package for employees working in local government or working for other employers participating in the Scheme and for some councillors.

12% of by employers (£4488)

6% to be paid by employee (£2244)

Must be on Payroll (Either to use Cumbria Payroll Ltd or Copeland Borough Council or any other)

Nest

NEST has been set up by the government especially for auto enrolment. We're here to make sure that every employer has access to a workplace pension scheme that meets the requirements of the new pension rules.

But we do more than just meet the regulatory minimum. NEST comes packed with the sort of high-quality features you need, whether you're saving with us, using us for your workers or helping your employer.

The legal minimum for jobholders is currently 2 per cent of their qualifying earnings. Of this, you need to pay at least 1 per cent.

Minimum contributions are increasing gradually over the next few years. By April 2019, subject to parliamentary approval, the combined minimum contribution rate for qualifying earnings will have gone up to 8 per cent of which you must pay 3 per cent.

Calc Employers – 5-12% (£1870 - £4488)

3%-5% Employee (£1122 - £1870)

These can be higher and lower these are only recommendations

~~Private (Deleted in Staffing Committee)~~

~~This is totally upto us, but seeking advice from CALC – 5% – 12% from the employer is normal and around 3% - 5% from the employee~~

Calc Employers – 5-12% (£1870 - £4488)

3%-5% Employee (£1122 - £1870)

These can be higher & lower, these are recommendations

Payroll

Cumbria Payroll Ltd Charge

£12 an month (upto 7 employees) (if done via email) if you want send in the post £15 a month.

£49 they can set up pension fees one off cost.

Copeland Borough Council

Are getting this info for after we decided on what scheme I've spoke Alison Walton

Government Employee Salaries

Staffing have received the National Joint Council for Government Services pay awards for 2016-17

LC3-43 is increased to £37,858 for 2016-17

LC3-43 is increased to £38,237 for 2017-18

This is effective immediately and backdated to April 1st 2016.

Contracts to be amend the contact accordingly.

WHITEHAVEN TOWN COUNCIL		AGENDA ITEM 12-1905-16											
Line No.	Voucher Reference	Payment date	Detail	Payee	Payment Method	Cheque No	Income	Period 2 ex VAT	VAT	inc VAT	Paid	Minute	Power
1	16-042	12/05/2016	BT Line & Broad band Comms	BT	Cheque	#000033		£ 95.85	£ 19.17	£ 115.02		13/15	Power
2	16-043	06/05/2016	Catering for APM	CYAK	Cheque	#000032		£ 82.50	£ 26.67	£ 109.17			LGA 1972 s.1
3	16-044	11/05/2016	SIN007646	Harbour Commission	BACS			£ 133.33	£ 89.17	£ 222.50			LGA 1972 s.15(5) s.34(5)
4	16-045	11/05/2016	SIN007621	Harbour Commission	BACS			£ 89.17	£ 17.83	£ 107.00			LGA 1972 s.
5	16-046	12/05/2016	SIN007638	Harbour Commission	BACS			£ 130.00	£ 26.00	£ 156.00			LGA 1972 s.
6	16-047	13/05/2016	SIN007653	Harbour Commission	BACS			£ 1,086.33	£ 217.27	£ 1,303.60			
7	16-048	12/05/2016	Insurance April 16-Mar 17	CBC	Cheque	#000034		£ 90.83	£ 18.17	£ 109.00	Y	139/15	
8	16-049	12/05/2016	Rent for civic room 1/4/16-24/6/16	CBC	Cheque	#000034		£ 304.17	£ 60.83	£ 365.00	Y		
9	16-050	12/05/2016	Service Charges for civic room to 24/6/16	CBC	Cheque	#000034		£ 196.24	£ 196.24	£ 392.48	Y		
10	16-051	12/05/2016	Insurance Policy various items	Zurich	Cheque	#000035		£ 136.88	£ 27.38	£ 164.26	N		
11	16-052	12/05/2016	Training materials	SLCC	Cheque	#000036		£ 342.97	£ 41.00	£ 383.97			
12	16-053	12/05/2016	Civic Hall Cleaning INV 51	Solway Hall	Cheque	#000037		£ 41.00	£ 41.00	£ 82.00			
13	16-054	12/05/2016	Civic Hall Room hire INV 41	Solway Hall	Cheque	#000037		£ 157.50	£ 157.50	£ 315.00			
14	16-055	12/05/2016	Tree surgery services	G Benson	Cheque	#000038		£ 120.00	£ 120.00	£ 240.00			
15	16-056	12/05/2016	Whitehaven Reform Hall		Cheque	#000039		£ 212.50	£ 212.50	£ 425.00			
16	16-057	12/05/2016	IT equipment for office	Westcom	Cheque	#000040		£ 7,017.00	£ 1,403.40	£ 8,420.40			
17	16-058	12/05/2016	IT service & online back up to 31/01/17	Westcom	Cheque	#000041		£ 1,364.00	£ 272.80	£ 1,636.80			
18	16-059	12/05/2016	CALC Annual subscription	CALC	Cheque	#000042		£ 1,021.00	£ 1,021.00	£ 2,042.00			
19	16-060	12/05/2016	St Benedicts rugby club grant	St Benedict RUC	Cheque	#000043		£ 2,000.00	£ 2,000.00	£ 4,000.00			
20	16-061	12/05/2016	WCH action group expenses for office equipment, banners,		Cheque	#000044		£ 155.00	£ 155.00	£ 310.00			
21	16-062	12/05/2016	Stationery etc paid by LA (all details on expense	L Abrahams	BACS			£ 986.33	£ 197.27	£ 1,183.60			
							Income	£ 352,073.00					
							Expenses Ex VAT		£ 2,886.77				
							VAT reclaimable		£ 413.32				
							Expenses Inc VAT			£ 12,052.98			

Response from CBC

With regard to Castle Park John Davis is arranging a meeting with WTC to review the matter. Castle park has the litter bins and any litter cleared 3 times a week by the parks operatives and the cleansing team will empty the litter bins on a Sunday as well. The grass at Castle park is cut on fortnightly basis between April and September, possibly into the beginning of October (weather dependant). With regard to drug related issues, i.e. collection of needles, we have had very little incidents reported to us for collection.

Kie park has an arrangement for the litter bins to be emptied and a litter pick done, three times a week, Monday, Wednesday & Friday.
The 'Kie Park Friends Group' have agreed, if there is a need, for any litter to be collected over and above this schedule.

With regard to the cleaning schedule I can confirm that Whitehaven Town centre is done on a daily basis (seven days a week), all litter bins and any litter is picked up daily, this includes Duke Street, King Street, Catherine Street, Strand Street & Lowther Street and also includes the shop fronts. With regard to chewing gum unfortunately we do not have any means of cleaning this, there are 'chewing gum' cleaning machines available to buy to help tackle this issue but can be expensive. I'm sure if the Town Council were to purchase a machine an agreement could be reached between Copeland Council and yourselves to utilise this machine to clean the affected areas.

The weeds are treated twice a year on behalf of Cumbria County Council in the Whitehaven town centre and are due to be sprayed w/c 20th June 2016 (could possibly be a week earlier if the weeds are extremely bad) and will be sprayed again in September. The bandstand roof is due to be painted by Doosans in the next couple of weeks as part of their apprenticeship scheme.

You have mentioned 'Btm brow up to Kells' I have assumed this is Monkway Brow, this is litter picked as and when required but at least once a month as are all other areas on the outskirts of the town centre and assessed and actioned by our Cleansing Lead Operatives.

Grant Application from Lancaster Diocese Youth service

A group of 10 school children will be travelling to Lourdes

Of the 10 there are:

Whitehaven 4

Cleator Moor 1 (application gone to Cleator moor parish council)

Total cost for 10 Persons is £5800.00

4 persons from Whitehaven is £2320

The application for 50% match funding is therefore £1160.00

One thousand one hundred and sixty pounds.

Other funding is being raised by:

Charity concert	£800
Bag pack at supermarket	£316
Sponsored walk	£200

Events planned

22nd May Cake sale

29th May Bag pack

4 June quiz night

11 June sponsored walk

17th June bingo night

A full grant pack has been submitted to the clerk

Whitehaven Town Council has the power to assist under section 137 LGA 1972

Application Form: Organisation Details Sheet (Addendum)

1a What is the value of the grant you are applying for?

~~£2900~~ to cover the cost of 5 Whitehaven residents in the Youth Group

$$£ 2320 \div 2 = € 1160$$

1b Tell us about your project

As the Youth Service for the Lancaster Diocese we want to see all young people grow in confidence, helping set them on a firm foundation for the future. We aim to help the young people of our schools, colleges and parishes to grow in relation to their personal responsibilities whilst enabling them to fully participate in the life of their local communities.

We encourage and nurture the growth of the whole person, by providing attractive and safe environments in order to develop successful inter-personal relationships which will provide our young people with clear and engaging examples of discipline, leadership, citizenship and community involvement.

Each year we join hundreds of people from our Diocese for the Pilgrimage to Lourdes. Young people do a fantastic job caring and supporting those who may be disadvantaged by age, sickness or disability. Members of the Youth Group in Lourdes will offer assistance through pushing wheelchairs, helping with access, helping overcome problems with communications, assisting at mealtimes or simply (but probably most importantly) befriending the people in their care.

In the past, such endeavors have helped develop all those who have taken part, be it the members of the Youth Group or who we refer to as the 'VIPs' they are looking after.

2 What difference do you want to make?

There are a number of differences we hope to make, beginning with creating effective support for the elderly, sick and disabled. All of the youth participants will be allocated specific roles with identified people and will be instructed on the particular needs of the individuals in their care.

As referred to above, we will be anticipating each youth member to develop personally in relation to their understanding of the needs of those who may be disadvantaged as well as improving their social skills.

In the longer term we expect that, with appropriate post-visit feedback, there will be greater opportunities for the elderly, sick and disabled in the Whitehaven area to take part in future visits to Lourdes, knowing that they will be suitably cared for.

On a less tangible level, we hope to see each member of the Youth Group become better citizens, becoming more responsible and recognising that they have a significant part to play in Whitehaven society.

3 Why are you the right group/organisation to do this work?

The Lancaster Diocese Youth Group includes young people from all across Cumbria and Lancashire who, despite different backgrounds and experiences, share a common commitment to helping those who may be unfortunate enough to be disadvantaged through age, sickness or disability. This commitment manifests itself, initially, through the members' willingness to fund themselves through various fundraising events. This, in itself, improves their understanding of the need to communicate effectively, to engage people and organisations within their local community and to take on personal accountabilities for their actions. Although it is a small group of young people we have discovered that they will often bring with them great amounts of energy, enthusiasm and ideas of their own. The shape of every youth group will be different depending upon the gifts of the people comprising it, but our experience has shown that each group and individual undertaking the activities with confidence and courage.

Our organization has experience in such projects gained over a number of years and this is supplemented through:

- Residential Retreats
- Visits to schools
- Induction Days
- Trips abroad
- Adventure weekends
- All of which are designed to enhance the young people involved in their capacity as considerate citizens.

Cllr Roberts

Seagull Proof bags

Motion to purchase (A)500 (B)1000 seagull proof bags for businesses and residents who have seagull issues

Quantity 1000 @ £2.86per Bag + £35.00 Delivery Charge

Cllr Laine

Whitehaven to St Bees Cycle Path

Motion to approve a further grant of £500 to ST Bees Parish Council due to increased cost of the study- see report

See attached letter

ST BEES PARISH COUNCIL
ST BEES –WHITEHAVEN CYCLE TRACK FEASIBILITY STUDY (Project ref 960460)
VARIATION REQUEST

Following the return of tenders for the study, St Bees Parish Council would like to request a variation to the original grant approval for this project to increase the funding from Copeland Community Fund from £4000 to £ 6600 (50% of the total project cost).

The original application was based on a budget estimate of £8000 simply to update the original feasibility study. At the public consultation event in November additional route options were put forward for the St Bees end of the track. An invitation to tender was prepared which asked for bids to update the original study, to evaluate the alternative route options and to make a recommendation of the most appropriate route. The invitation to tender was sent to nine companies in total – a mixture of local engineering companies, large civil engineering firms with local interests and specialist cycle track designers. Only two bids were received (copies attached). These were evaluated against a set of criteria agreed in advance which included the scope of the work, the experience of the company in delivering this type of work, and value for money.

Both bids costed the work involved in the project at more than the £8000 originally budgeted. The lower bid offered a sum of £4285 matched funding as a community gesture. A detailed assessment of the tenders showed that the higher bid gave a more comprehensive remit and included a number of significant tasks not specified in the lower bid. The panel of parish councillors who scored the bids (all professionally qualified engineers/project managers) concluded that these tasks were necessary to ensure project success and would avoid issues arising later in the project. Additional activities included the CDM Principal Designer role, preliminary ecological assessment and planning approval submission. When the missing scope costs of around £5000 were added to the lower bid there was only about £1500 difference in the bids. However, the recommendation of the panel was that the higher bid should be the preferred bid on the following grounds:

- the tender offered the fullest scope and covered all the requirements,
- the tender offered key staff with recent and proven experience of work on cycle tracks,
- the deployment of the company's exceptional knowledge of cycle track design and construction gives greater confidence in the delivery of the project overall by identifying issues at this stage which will avoid pitfalls during the construction phase.

The recommendation was endorsed by St Bees Parish Council subject to minor points of clarification which have now been resolved. In addition to the price quoted there will be an additional sum for the provision of data for the preliminary ecological assessment, bringing the total cost to £13,200.

The attached sheet shows the revised costs and proposed funding together with an updated time schedule for the project.

Jane Donaldson

Clerk to St Bees Parish Council

22 April 2016



WHITEHAVEN TOWN COUNCIL

ACTION LIST FULL COUNCIL 2800416 – Period 1

All Councillors please review this list for any Actions for Full Council.

Item	Detail	Who	Comp.
P1-001	Issue W Marston letter to council	LA	Y
P1-002	Respond to C Maudling on planning	LA	Y
P1-003	Planning Clarify Power	LA	Y
P1-004	REGEN – Initiate	BOK	Y
P1-005	St Nicholas – Arrange meeting	LA	Y
P1-006	Review allotments issues before next meeting	JF	Y
P1-007	Send allotments waiting list to NW	LA	Y
P1-008	Review (allot) contract cancellation clause	LA	Y
P1-009	Review Allotment insurance	LA	Y
P1-010	Obtain bank statements from CBS	LA	Y
P1-011	Town Cleaning – Contact CBC &CCC	LA	Y
P1-012	Issue list to FC of identified areas for cleaning	LA	Y
P1-013	Parking Eye – issue complaint to CBC	LA	Y
P1-014	Grass cutting clerk to contact CBC Parks	LA	Y
P1-015	Find contact for damaged lamp post (DE)	LA	Y
P1-016	Contact bus company re Greenbank service (RG)	LA	
P1-017	Set up FC 'Brainstorming' session	ALL	
P1-018	FC meeting to be on 19 th May (additional)	ALL	Y
P1-019	Seagull Proof Bags- contact supplier	JL	Y
P1-020	Notify St Benedict Rugby Union of grant approval	LA	Y
P1-021	Notify WCH group of grant approval	LA	Y
P1-022	Contact Food Bank to arrange presentation	LA	Y
P1-023	Notify WCH group grant approval	LA	Y
P1-024	Civic Hall presentation June 2016	LA	Y

List of Areas for Town Cleaning in Whitehaven

- 1.Castle Park-Litter/drinking/drug paraphernalia/grass cutting
- 2.Duke Street-Litter/chewing gum
- 3.King Street- Litter/chewing gum
- 4.Market area- Litter/chewing gum/weeds/bandstand roof
- 5.Btm brow up to Kells
- 6.KIE Park
- 7.Catherine Street- Litter/chewing gum/weeds/drug use
- 8.Strand street- Litter/chewing gum
- 9.Unused shop fronts
10. Lowther Street- Litter/chewing gum