

# WHITEHAVEN TOWN COUNCIL

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Clerk to Whitehaven Town Council & Responsible Financial Officer

Mr. Leslie J Abrahams

Tel. 07536091604

## Summons

On this 23<sup>rd</sup> March 2016 you are duly summoned to attend a Full Council Meeting of **WHITEHAVEN TOWN COUNCIL** which will be held at:

**Venue:** The Civic Hall, Lowther Street, Whitehaven, CA287SH

**Location:** First floor meeting Room - Ennerdale

**Date:** Thursday, 31<sup>st</sup> March 2016

**Time:** 7.00-9.30PM

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

**Signed:** *LJ Abrahams*

**Date:** 23/02/2016

Leslie J Abrahams – Clerk & Responsible Financial Officer

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**To:** Members of Whitehaven Town Council.

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

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**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.

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## Register of Attendance

<b>Name</b>	<b>Present</b>	<b>Absent</b>
Cllr Guest		
Cllr Gill		
Cllr O’Kane		
Cllr Forster		
Cllr Arrighi		
Cllr Laine		
Cllr Roberts		
Cllr McKew		
Cllr Elliot		
Cllr Forster		
Cllr Williams		
Clerk		

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## AGENDA

Item	Detail	Notes
1	<b>Apologies for absence</b> To receive apologies for absence.	
2	<b>Minutes of Council Meeting held on 250216</b> Chairman to sign minutes as a true and correct record.	
3	<b>Declarations of interest</b> To receive declarations of interest by elected members in respect to Agenda items.	
4	<b>Public Participation</b> 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.	
5	<b>Planning Applications -</b> To consider Planning Applications received. See appended List.	
6	<b>Planning Committee Report</b> <b>Proposer Cllr McKew (Lead)</b> Report on planning applications received	GMcK
7	<b>Regeneration Committee</b> <b>Proposer Cllr O’Kane (Lead)</b> Motion for Regeneration committee to meet and appoint Chair/ Vice Chair and agree TOR’s (Clerk to prepare draft TOR’s)	BOK/

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8	<b>Staffing Committee – Cllr Roberts (Chair)</b> Staffing committee report Motions to set up Members training programme. Devolve to Staffing Committee.	GR
9	<b>Clerk &amp; RFO Contract</b> Motion to accept & sign contract of employment for Clerk & RFO. Defer to end of meeting for Press & Public exclusion on basis of staffing confidentiality.	GR
10	<b>Clerk &amp; RFO training</b> Motion to approve training costs and materials for Clerk & RFO to CiLCA with an objective to achieve General Power of Competence for WTC. Approx 40 hrs training	GR
11	<b>Recruitment of Finance Asst/ Administrator</b> Motion to approve recruitment of Finance Assistant / Administrator in accordance with budget. Devolve to Staffing Committee.	GR
12	<b>Recruitment of Events/Marketing and Regen Officer</b> Motion to approve recruitment of Events/ Marketing and Regen Officer in accordance with budget. Devolve to Staffing Committee.	GR
13	<b>Finance Committee – Cllr Laine</b> Finance Committee Report.	JL
14	<b>Councillor Allowances – MG</b> <b>Clarification by clerk</b> Report to Council: 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 (see highlighted text)	MG LA

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15	<p><b>General Updates:</b>  Accommodation for WTC – update  Costs will be split to Set up costs and  Operating costs.  Website – GMcK  All Cllr’s will be issued with a WTC email This  address to be used as primary point of  contact for confidentiality of WTC business.  Office 365 will be issued to provide web  based mail access on any IT platform.</p>	<p>LA</p> <p>GMcK</p>
16	<p><b>Parking Issues in Whitehaven</b>  <b>Proposer Cllr Laine</b>  Sub Committee to update  19.1 Motion to submit retrospective  objection to CBC regarding planning  permissions.  19.2 Motion to contact police to inform of  non-compliance with Proceeds of Crime  2002.  19.3 Motion to refer to CBC Overview and  Scrutiny Committee &amp; elected Mayor.  19.4 Motion to request information from CBC  Planning, why online petition (change.org)  was not acknowledged and not presented to  CBC full council on 10/03/16</p>	JL
17	<p><b>Allotments Report – Chair</b>  Update on current status from Committee</p>	TBA at meeting 30/03/16
18	<p><b>Hensingham Hand Rail</b>  Update from Clerk</p>	Awaiting response from CBC Property services Tim Ellams
19	<p><b>Financial Report – By Clerk</b>  Update on March expenditure/income  Bank Balance</p>	LA
20	<p><b>Wonderful Whitehaven Shop Front  improvement Grant- Cllr Laine – update</b>  Motion to approve grant application pack &amp;</p>	JL

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	<p>guidance documents            Agree Clerk has devolved power to approve applications within the limitations of the terms and conditions.            Website application.</p>	
21	<p><b>Principal Authority</b>            Proposer Cllr Roberts            Update after review – see report</p>	GR
22	<p><b>Highways Department County Council.</b>  <b>Proposer: CCC</b>            Presentation from Craig McCarron</p>	
23	<p><b>Bus Shelters –</b>  <b>Proposer: Cllr Gill</b>            Update- defer to FC April 2016</p>	Defer
24	<p><b>Whitehaven Locality Partnership _ Cllr Arrighi – Update</b>  <b>Presentation Defer to next meeting</b></p>	TBC
25	<p><b>Appointment of Student Governors</b>            Proposer: Cllr Roberts            Update            Motion for Full Council meeting at Whitehaven School to determine involvement.</p>	GR
26	<p><b>British Amateur Rugby League Association</b>  <b>Further assistance for kit sponsorship as requested by FC in Feb 16</b>            Proposer Cllr Arrighi            Update</p>	CA
27	<p><b>Public Consultation - Clerk</b>            To consider comments received from the public.</p> <ol style="list-style-type: none"> <li>1. FOI request from L Butterworth (LA)</li> <li>2. Invitation by CALC to 3 Tier meeting(MG)</li> <li>3. Invitation by CBC to Market regeneration meeting. (BOK/JK/NW/CA)</li> <li>4. Invitation to 'INVASION' Expo at Beacon. (DE)</li> <li>5. Various requests for Shop Front Grants</li> <li>6. RSPCA request for grant application pack</li> <li>7. WCH request for grant application pack</li> </ol>	LA

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	<p>8. S Gibbons request for information asked at Public Consultation</p> <p>9. J Rayson request for next meeting date and time.</p> <p>10. CBC Notice of election of PCC</p> <p>11. CALC Clerk Vacancy DENT</p> <p>12. CBC complaint about litter on land between the former brake line and the Store on Lakeland Avenue.</p> <p>13. CALC Revised Model Fin Regs</p> <p>14. Jo Morely-Hill- Council tax leaflet</p> <p>15. Christian Moss – Bus Infrastructure</p> <p>16. John Sharpe, Complaint about lack of improvement to town centre</p> <p>17. P Grant- Whitehaven Academy</p> <p>18. CALC Training schedule</p>	
28	<b>Motion to set date of Annual Parish meeting on 6<sup>th</sup> May 2016 at 6PM</b>	MG
29	<b>Motion to set date of annual meeting Nominations for Chair/ Vice Chair to be received 7 working days prior to meeting for 26<sup>th</sup> May 2016 at 7.00 PM at the Civic Hall</b>	MG
30	<b>Town Twinning Cllr Roberts</b>	
31	<p><b>Councillor Matters</b></p> <p>Matters not on this Agenda raised by councillors on behalf of residents.</p> <p><b>Note:</b> <i>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></p>	All
32	<p><b>Items from previous meeting carried forward:</b></p> <p>122/15 Expenditure for PA System &amp; Remembrance Sunday – Invoices not yet received from CBC (carry forward to next meeting) email sent</p>	All
33	<b>Items to be placed on Agenda of next meeting</b>	
34	<p><b>Date &amp; Venue of Next Meeting</b></p> <p>To confirm the date &amp; venue of next meeting.</p>	



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35	<b>A motion to resolve exclusion of the press and public from a closed meeting. (if required)</b> In accordance with Public Bodies (Admission to Meetings) Act 1960, s.1 100	
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