

**Silloth-on-Solway Town Council**  
**Minutes of a meeting held on Wednesday 10 August 2016 at 7.00pm at Silloth Community Hall**

**Present:** A. J. Markley (AJM) – Chairman

**Councillors**

I. Baty (IB), J. Cook (JC), W. Jefferson (WJ), O. Martin (OM), G. Wilkinson (GW) & A. Emmerson (AE).  
 Also present: Wendy Jameson – Town Clerk (WEJ).

<b>120.</b>	<p><b>Apologies</b>          Cllrs. C. Graham, D. Graham, M. Orchard, D. Pattinson &amp; S. Graham.</p>	
<b>121.</b>	<p><b>Declarations of Interest</b>          Cllrs. Martin &amp; Cook declared an interest in relation to item 4 on the Agenda.</p>	
<b>122.</b>	<p><b>Exclusion of Press &amp; Public</b>          No press or public were present at the meeting.</p>	
<b>123.</b>	<p><b>Council Policy</b>          The Council considered the adherence to Council policies and procedures, in light of the planned Special Market and Live Music event on 14 August 2016. It is Council Policy that an application form, risk assessment and site plan is submitted at least 28 days prior to an event which is in accordance with the Town Council’s lease with Allerdale Borough Council. After considerable discussion, it was apparent that there had been a distinct lack of communication by STAG in terms of seeking the relevant permission from the Council and liaising with the organiser of the cycle sportive event. STAG should have reported back to the Council at regular intervals. Paperwork has been submitted in the last few days but the risk assessment is not specific to the planned event and is a copy of the risk assessment for the Carnival. The event has been advertised on social media and if the event is cancelled, everything would need to be cancelled. STAG membership has changed in recent months which has not been an easy transition. There needs to be someone in overall control of an event to make sure it works properly. STAG wants to encourage visitors to the town and needs to work together. STAG accepts full responsibility for the oversight. The cycle sportive event will take place from the sports hall. On the Green, there will be a special market and also live music from 11.00am, with a gazebo. Allerdale should have liaised with Silloth Town Council direct and not through STAG, with regard to the special market. The market stalls will be sited around the area of the public conveniences, with stalls facing in towards the Green. <b>RESOLVED</b> that permission be granted for the event to take place, with all the necessary paperwork to be submitted prior to the event. Owen to contact Joe Broomfield to supply the risk assessment and copy of insurance in relation to the market.</p> <p>Cllr. Emmerson joined the meeting.</p> <p>Normally there are no Town Council meetings in August, to allow the Clerk an opportunity to take some annual leave. In light of the extra meeting held and the work involved in the Silloth in Bloom preparations, it was <b>RESOLVED</b> that no Town Council meeting would be held in September but if anything urgent crops up, then an extra meeting could be called if necessary.</p>	<b>OM</b>

Signed.....

Date.....