

**Silloth-on-Solway Town Council**  
**Minutes of a meeting held on Monday 3 October 2016 at 7.00pm at Silloth Community Hall**

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

**Councillors**

J. Cook (JC), W. Jefferson (WJ), O. Martin (OM), C. Graham (CG), D. Graham (DG), A. Emmerson (AE),  
 I. Baty (IB), M. Orchard (MO), D. Pattinson (DP), S. Graham (SG) & G. Wilkinson (GW).

Also present: Wendy Jameson – Town Clerk (WEJ), Ken Wannop – Park Manager (KW) & PCSO Peter Nichol.

<b>124.</b>	<b>Apologies</b> None.	
<b>125.</b>	<b>Declarations of Interest</b> As recorded.	
<b>126.</b>	<b>Exclusion of Press &amp; Public</b> It was agreed that the public be excluded for items 33, 34 & 35 on the Agenda.	
<b>127.</b>	<b>Chairman's Announcements</b> It has been an extremely good year and thanks go to the team and community for the Cumbria in Bloom results. The town looks excellent. The events have done extremely well. Silloth Civic Service is on 16 October at Christ Church at 11.00am. The Mayor has attended numerous events and civic services etc. over the summer, with John standing in when Tony was away.	
<b>128.</b>	<b>Minutes</b> It was <b>RESOLVED</b> that the minutes of the meetings held on the 4 July 2016 and 10 August 2016 be confirmed as a true record and signed by the Chairman.	
<b>129.</b>	<b>Police Report</b> PCSO Nichol gave a report for August which was emailed to members of the Council prior to the meeting. There has been considerable damage to the shrubs on the Green by youngsters. There has also been a youngster riding around on a scramble bike for the last 6 weeks.	
<b>130.</b>	<b>Bushes on the avenue to the Fun Fair</b> The shrubs along the avenue will be destroyed by youngsters if they carry on. They are now moving on to the Children's play area. Cars are also causing damage to the grass on Skinburness Road. It was questioned what could be done to deter them from congregating. The suggestion of barriers was considered but it would be difficult to do as the Green is such a large area. It was questioned whether stronger action could be taken by the Police, rather than Community resolutions. There are only four Police officers covering the whole of Allerdale which is an issue. The Traffic Police will be contacted regarding the motorbike. Item to be put back on the Agenda next month. Consideration to be given to planting prickly shrubs and spreading manure in the shrub beds which will feed the shrubs and deter youngsters. Peter will speak to David Thompson (Crime Prevention Officer) to ask for his guidance. It appears to be the same group of youngsters doing the damage. People are less inclined to report it when action is not being taken by the Police.	<b>WEJ KW PN</b>
<b>131.</b>	<b>Adjournment of Meeting</b> There had been no prior requests from members of the public to speak at the meeting.	
<b>132.</b>	<b>Schedule of Correspondence, Notices and Publications</b> <b>RESOLVED</b> that the schedule of correspondence, notices and publications be noted. a) Silloth Christmas Lights – A request was received from Alison Henderson for the Council to consider taking over the management of the lights, putting up, taking down and general	

	<p>maintenance. No-one wants to lose the Christmas Lights but if the Council takes over the responsibility, it would need to be done properly. There are financial and practical implications which need to be considered. The Town Council are happy to assist with the lights around the toilet block and will consider taking on the responsibility for the Christmas Lights in the future but will need more information about what is involved and details of costs. Reply to be sent to Alison to obtain further information. STAG would be willing to take on the organisation of the Switch On event and will submit the necessary paperwork. Owen will speak to Alison about it.</p> <p>b) CALC – Nominations for CALC Executive Committee. Forms to be received by 14 October. There were no nominations from the Town Council.</p> <p>c) Letter from Patricia Martin who recently visited the town and encountered problems with finding somewhere to eat. This is not something the Town Council are responsible for as they are private businesses. Reply to be sent.</p> <p>d) Advocates Against Abuse – Information about a new advice network and training dates. The Clerk volunteered to attend the training session on 10 October at Cockermouth which was agreed by the Council.</p> <p>e) CALC – Letter encouraging communities to have an Emergency Plan in place for extreme weather events and other types of emergencies. <a href="http://www.cumbria.gov.uk/emergencyplanning/community.asp">http://www.cumbria.gov.uk/emergencyplanning/community.asp</a> Any problems that arise locally seem to be resolved adequately, without the need for an Emergency Plan. There is good communication already. Noted.</p> <p>f) Healthcare for the future – Public consultation launch into possible changes to health services in West, North and East Cumbria. It is important to support keeping hospital beds in Wigton particularly due to the rural nature of the area. If Wigton Hospital is closed it would also mean the loss of Cuedoc. Response to the questionnaire to be submitted by the Clerk.</p>	<p>WEJ OM  WEJ WEJ  WEJ</p>
<p>133.</p>	<p><b>Planning Applications</b> The <b>Town Council</b> have approved the following:- <b>Ref No:</b> 2/2016/0312 <b>Applicant:</b> Mr Andrew Pape <b>Proposal:</b> Change of use of land at rear of property to domestic garden <b>Location:</b> 3 Park Terrace, Criffel Street, Silloth <b>Ref No:</b> 2/2016/0472 <b>Applicant:</b> Mr Paul Eastwood <b>Proposal:</b> Installation of steel weatherproof cladding to southern elevation <b>Location:</b> Carrs Flour Mills Ltd, Lawn Terrace, Silloth <b>Ref No:</b> 2/2016/0406 <b>Applicant:</b> Mr Alan Maggs <b>Proposal:</b> Change of use of first and second floor accommodation from ancillary store used in connection with a bank <b>Location:</b> 9 Eden Street, Silloth <b>Ref No:</b> 2/2016/0408 <b>Applicant:</b> Mr Alan Maggs <b>Proposal:</b> Listed building consent for the change of use of first and second floor into maisonette, addition of new entrance and stair case, removal of internal staircases, replacement windows and heightened cill level on rear window <b>Location:</b> 9 Eden Street, Silloth</p> <p><b>Allerdale Borough Council</b> have approved the following:- <b>Ref No:</b> 2/2016/0352 <b>Applicant:</b> Mr Garry Bosward <b>Proposal:</b> Proposed two storey side extension <b>Location:</b> 270 Skinburness Road, Skinburness, Silloth <b>Ref No:</b> 2/2016/0312 <b>Applicant:</b> Mr Andrew Pape <b>Proposal:</b> Change of use of land at rear of property to domestic garden <b>Location:</b> 3 Park Terrace, Criffel Street, Silloth <b>Ref No:</b> 2/2016/0356 <b>Applicant:</b> Mr &amp; Mrs Bell <b>Proposal:</b> Demolition of garage and outbuildings and single storey extension with associated works <b>Location:</b> 7 Pine Terrace, Silloth</p> <p>The planning committee have considered the following application and deferred it to full council for a decision to be made:- <b>Ref No:</b> 2/2016/0581 <b>Applicant:</b> Mr Richard Story <b>Proposal:</b> Three bedroom dwelling <b>Location:</b> Proposed dwelling rear of Skinburness Road, Silloth Concerns were expressed about the location of the second house, as it looks as though there is space being left for another two properties, when it was previously agreed that only three properties were to be built on this site. Helen Brownlie, Conservation Officer at Allerdale has been</p>	

	asked to visit the site, as it is within close proximity to a Listed building. Cllr. Owen Martin and Cllr. Tony Markley declared an interest. <b>RESOLVED</b> that the Town Council support the request for an officer to visit the site and an email be sent to Allerdale.	<b>WEJ</b>
<b>134.</b>	<p><b>Committee Reports</b></p> <p>The Town Council considered the minutes of the following committee meetings and the recommendations made:-</p> <p>a) <b>Allotment Committee</b> – 26 July 2016 – <b>RESOLVED</b> that the bill sent to Mr &amp; Mrs Brierley for clearing the allotment be rescinded, as rubbish had also been dumped there by other allotment holders, with the £500 included in the budget to be used towards the cost of disposing of the rubbish. Letter to be sent to Mr &amp; Mrs Brierley. An Allotment Association is to be set up, with a meeting arranged within the next 2 weeks.</p> <p>b) <b>Play Equipment Committee</b> – 1 August 2016 – <b>RESOLVED</b> that £5,000 be included in the budget for West Silloth Play Area, as recommended by the Play Equipment Committee.</p>	<b>WEJ</b> <b>WEJ</b>
<b>135.</b>	<p><b>Licences</b></p> <p><b>Applicant:</b> Allen James Gray, 'Allendale', Maryport Road, Dearham, Maryport <b>Location:</b> Criffel Street, Silloth – opposite the junction with Wampool Street (for ice cream) <b>Date &amp; Times:</b> Bank Holiday Monday 29 August 2016 10am to 5pm. Reply sent by the Clerk to object to the application in line with Council policy.</p> <p>There were problems on Carnival Day with ice cream traders turning up without the relevant permission. The Town Council were disappointed with the outcome, as there was no officer present to check. The Clerk has spoken to the licensing officer at Allerdale about a local trader who regularly parks on Criffel Street. He told Allerdale he will be ceasing to trade at the end of this season.</p>	
<b>136.</b>	<p><b>Reports from Representatives on Outside Bodies</b></p> <p><b>RESOLVED</b> that verbal reports received from Representatives on Outside bodies be noted.</p>	
<b>137.</b>	<p><b>Allerdale &amp; County Council Reports</b></p> <p><b>RESOLVED</b> that verbal reports received from Allerdale and County Councillors be noted.</p>	
<b>138.</b>	<p><b>Park Manager's Report</b></p> <p>A written report was provided by the Park Manager on work done over the last three months. The grounds maintenance team were thanked for all they have done and praised for the excellent condition of the football and rugby pitches.</p>	
<b>139.</b>	<p><b>Town Clerk's Report</b></p> <p>The Town Clerk provided a report on work done since the last meeting. The Clerk was thanked for all she has done.</p>	
<b>140.</b>	<p><b>Payment of Accounts</b></p> <p><b>RESOLVED</b> that the payments listed in the register report to 3 October 2016 be approved for payment. Clerk to check the payments for electricity, as there has been a change in suppliers and there may have been a duplication of bills. Cheque signatory forms are to be returned to the Building Society tomorrow, the last signature having just been obtained.</p>	
<b>141.</b>	<p><b>Heritage Rose and Bee Garden</b></p> <p>The Council considered the request for the following additional works:-</p> <p>i) Provision of a composting facility was seen to be necessary at the Britain in Bloom visit. Wooden sleepers to build the structure would cost approximately £300.</p> <p>ii) Wooden edging to the paths within the garden to tidy up the edges will cost approximately £50-£100.</p> <p><b>RESOLVED</b> that the materials be obtained for the composting facility and edging to the paths and the necessary work be carried out.</p>	<b>KW</b>

142.	<p><b>Applications for financial assistance</b></p> <p>a) Cumbria Victims Charitable Trust b) Children’s Foundation</p> <p><b>RESOLVED</b> that no financial assistance be provided, as the Council have made no provision within the current budget for donations and have not supported either of these groups in the past.</p>	
143.	<p><b>Budget 2016/17</b></p> <p>The Clerk had produced a report comparing the actual expenditure to date with the budget for 2015/16 which was noted by the Council.</p>	
144.	<p><b>2017/18 Budget</b></p> <p>The Council considered items for inclusion in the budget for 2017/18.</p> <ul style="list-style-type: none"> <li>• The Town Council’s little tractor and ride on gang mower are 10 years old and need to be considered for replacement. Machinery needs to be kept in good condition. There is an allocation in the current budget of £5,000 for equipment and £10,000 for Silloth Green which could be used towards the replacement of the machinery. Henry Armers provided a quotation for a John Deere Triple Reel Mower which is a good price and acceptable with the Town Council. However, to comply with the Town Council’s financial regulations, three quotations need to be obtained, considered and minuted as such. <b>RESOLVED</b> that quotations be obtained to replace the small tractor and the ride on mower which will be brought back to the next meeting.</li> <li>• West Silloth play area £5,000</li> <li>• Toilet block on Criffel Street needs improved in some way or planting in front of it, to camouflage the building. Allerdale spent £22K on repairs to the building.</li> <li>• Pavements in Silloth are in need of attention. Contact Cumbria Highways.</li> <li>• Previously considered getting a consultant in to look at what plants are suitable for the Green</li> <li>• Advised by Britain in Bloom judges to consider taking on a part time horticultural specialist. This has been included within the Coastal Community bid and could be externally funded. The Council will need to consider whether to continue with ‘In Bloom’ in the future.</li> </ul>	WEJ
145.	<p><b>Audit for the year ended 31 March 2016</b></p> <p>a) <b>RESOLVED</b> that vouchers to the value of £300 be obtained for the Council’s internal auditor, in lieu of payment for the work he has done, as he is unable to charge due to being retired.</p> <p>b) The Town Council considered the report and certificate received from BDO LLP following the external audit. <b>RESOLVED</b> that the points raised be noted and the following action taken:- i) Minutes of meetings are to be initialled at the bottom of each page and ii) consideration is to be given to the level of any reserves when the Council sets its annual budget.</p>	WEJ WEJ
146.	<p><b>Applications for events</b></p> <p>The Council considered the following requests for events and permission was granted, subject to the necessary paperwork being submitted:-</p> <p>a) Silloth Vintage Rally – 10 &amp; 11 June 2017. b) Solway Crafters – 14 April to 17 April 2017 &amp; 29 April to 1 May 2017.</p>	
147.	<p><b>Town Centre Projects/Initiatives</b></p> <p>The Co-op are raising money for the Rotary Club towards a youth shelter and there may be more money to come in from the Rotary Club. Allerdale has asked what the Town Council intended to use the Town Centre funding for and has given approval for it to be used for i) a Youth shelter to help tackle anti-social behaviour (joint project with Police, youth group and schools and ii) Play equipment at Eden Street play area. The figures need to be more fluid, as there may be funding from Rotary etc. Also need to look at what equipment is needed in the play area. <b>RESOLVED</b> that a notional split of £5k for be allocated for each project. Play Equipment Committee to look at what equipment is needed and a meeting to be arranged to look at the provision of a youth shelter which</p>	WEJ

	is to include the Town Council, the Police, youth group and schools. Date of the meeting to be circulated to members of the Council and the matter to be discussed further at a future meeting.	
148.	<b>Green Flag Award</b> The feedback contained in the 'Mystery Shopping – Interim Quality Assessment' was noted.	
149.	<b>Dropped Kerbs</b> a) A request was received from residents in the pensioner's bungalows on Esk Street for additional dropped kerbs on Solway Street. <b>RESOLVED</b> that a request be sent to Cumbria Highways. b) The Council considered the use of temporary cone style bollards, to prevent vehicles parking across dropped kerbs at key locations which could be used when there are events on in the town. <b>RESOLVED</b> that prices be obtained and brought back to the next meeting.	WEJ  WEJ
148.	<b>Footpath</b> An update is required regarding the new footpath from the new Harvest Park housing estate. A copy of the plans for the new pedestrian/cycle route have not yet been received. <b>RESOLVED</b> that a meeting be set up with Harvest Park developers, to enable Tony to obtain an update and report back to the next Council meeting.	WEJ
149.	<b>Litterbins on the Green</b> There has been an issue with bins on the Green overflowing on busy weekends and additional bins are required to prevent the problem. The Clerk has spoken to Robert Henderson at Allerdale who has offered to provide additional wheelie bins in key locations to help with the issue which would be put out at the start of the season and removed at the end, with arrangements also in place to have them emptied on a regular basis.	
150.	<b>Sculpture/Seat</b> A request was received from a local gentleman for a sculpture/seat to be sited on the seafront. Drawings and information about the seat were provided and considered by the Council which would be twice the size of a normal seat. Concerns were expressed about the size of the seat but it was also felt it would create a lot of interest and be something different for the town. <b>RESOLVED</b> that enquiries be made as to whether it would require planning permission and permission from HLF, as it would be sited on the Skinburness side of the Green. Further consideration to be given to the request.	WEJ
151.	<b>Free Wifi</b> The Town Council discussed the possibility of free public access Wifi on the Green. A guy from Solway Communications attended a Council meeting a number of months ago. Wifi would be a magnet for kids on the Green and may affect local businesses but would also help promote the town. Allerdale are no longer pursuing it, although there could be an option of a commercial partnership, with the option to charge for access. <b>RESOLVED</b> that an item be included on the next Agenda, when facts and figures are available.	
152.	<b>Community Asset Transfers &amp; Sports Club Leases</b> Tony has spoken to the County Council and things are moving forward now. The Town Council also have the opportunity of acquiring a piece of land beside Marshall Dock, as part of the Community Asset Transfer, in addition to the other pieces of land. A plan has been provided to identify the land. <b>RESOLVED</b> that the information about the land at Marshall Dock be forwarded to the Council's solicitor, to be included with the other transfers.	WEJ
153.	<b>Councillors Matters</b> Charging points for electric cars – item to be added to next Agenda – Angus Emmerson.	WEJ
	<b>RESOLVED</b> that in view of the confidential nature of the business about to be transacted, it was	

	<i>advisable in the public interest that the press and public be temporarily excluded and that were instructed to withdraw.</i>	
<b>154.</b>	<b>Quotations</b> Further quotations are to be obtained for a security system at the grounds maintenance yard.	<b>WEJ</b>
<b>155.</b>	<b>Review of Salaries</b> <b>RESOLVED</b> that the Park Manager's annual salary be increased by the equivalent of one Spinal Column Point which amounts to £732 pa (based on a 37 hr week) to recognise the extra training he has undertaken in recent years.	
<b>156.</b>	<b>Amounts owing to the Town Council</b> None.	

Signed.....

Date.....