

Silloth-on-Solway Town Council

Minutes of a meeting held on Monday 1 December 2014 at 7.00pm at Silloth Community Hall

Present

Cllr. A.J. Markley (AJM) – Chairman

Councillors

J. Cook (JC), G. Wilkinson (GW), J. Lettice (JL) M. Orchard (MO), D. Wallace (DW),
W. Jefferson (WJ) & J. Baxter (JB).

Also present: Wendy Jameson – Town Clerk (WEJ), Ken Wannop - Park Manager (KJW),
Anna Malina – Community Engagement Officer (AM).and PCSO Pete Nichol.

015	Apologies for Absence Cllrs. C. Graham, A. Emmerson, I. Baty & S. Graham.	
016	Declaration of Interest Cllr. A.J. Markley – re: Markley Transport, Carrs Coaches, County Council etc. Cllr. J. Lettice & M. Orchard – re: Rugby Club.	
017	Exclusion of Press & Public It was agreed that the public be excluded for items 26, 27, 28 & 29 on the Agenda.	
018	Chairman's Announcements The Chairman gave a report on the functions and meetings he had attended over the last month which included:- <ul style="list-style-type: none">- Coastal footpath meeting with Danny Moores- Manchester to the Trafalgar evening with HMS Biter at the barracks- Remembrance Day service- IFKA – visited MMO board at Liverpool- AONB & Solway Firth Partnership annual meeting at Carlisle- Heart Foundation dinner at the Golf Hotel- CALC AGM at Wigton- Convalescent Home Christmas sale- Prize day at Solway school- Golf club committee dinner- Switch on of the Xmas lights at Wigton	
019	Minutes RESOLVED that the minutes of the meeting held on the 3 November 2014 be confirmed as a true record and signed by the Chairman.	
020	Police Report PCSO Pete Nichol attended the meeting and gave an update. Arcade was broken into at the Solway Holiday Village. Speeding is an issue and tracking devices will be put in Silloth soon and some undercover work done. There is also an issue with HGV drivers using mobile phones. Things have been reasonably quiet, although there has been a gang up youngsters getting up to mischief lately, with damage to the Christmas tree lights and kicking a football against the side of the rugby club.	
021	Adjournment of Meeting Vicky Hope had requested to speak at the meeting but she was not present.	
022	Schedule of Correspondence, Notices and Publications RESOLVED that the schedule of correspondence, notices and publications be noted	

	<p>and that the following actions be carried out:-</p> <ul style="list-style-type: none"> • Email from Joe Broomfield regarding a possible banner-site somewhere on Silloth Green to advertise Silloth events. The Council have very little control over where people put banners up but were not in favour of anything permanent on the Green. RESOLVED that an email be sent to Joe Broomfield to notify him of the Council's decision. • Email from Tony Johnstone from Solway Crafters re: Craft Fairs on Silloth Green, pointing out the agreement with Cllr. Jefferson and asking the Council to honour it again. The Council have decided the charges for the coming season and therefore the Solway Crafters will have to pay what has been agreed. RESOLVED that an email be sent to confirm the rates to be charged and asking that they confirm their booking within 2 weeks. • Email from Jo Hodgson, Recruitment/Placement Officer at Groundwork NE & Cumbria requesting if the Council would be willing to offer a placement to someone locally to do gardening and groundwork. There were concerns that someone on placement could take up a lot of Ken's time with supervision and they would not be able to work on machinery. RESOLVED that Health and Safety concerns and the time involved in supervision would prevent the Council from offering a placement. • Department for Communities and Local Government (DCLG) has launched "Delivering Differently in Neighbourhoods", a programme which aims to support principal authorities to redesign services to deliver at neighbourhood level, with the involvement of community organisations or parish councils. At the CALC AGM they spoke about parishes taking on more responsibility and working together. RESOLVED that a letter be sent to David Claxton to say that the Council are happy to go into further discussions and work with other parishes. This is a government initiative which needs to be looked at but not to the detriment of what the Council already does. • Email from Jimmy Lettice requesting a letter of support for an application for funding to Sport England to extend the lounge area, function room and players main lounge of around £50,000. The existing room is not big enough as the club building is now used by the Football and Rugby clubs and is a multi sport venue. They can now apply for up to £75,000 in funding and require letters of support. RESOLVED that a letter of support be sent from the Town Council. • Email from Eric & Joan Bowe asking if something can be done about the conifers on the Green which are blocking their view. RESOLVED that Cllr Jefferson and Ken speak to residents and come to a sensible arrangement. The conifers may just need trimmed. 	<p>WEJ</p> <p>WEJ</p> <p>WEJ</p> <p>WEJ</p> <p>WEJ</p> <p>WEJ</p> <p>WJ & KJW</p>
023	<p>Planning Applications Allerdale Borough Council have refused the following:- Ref No: 2/2014/0713 Proposal: Advertisement consent for new ATM with black GRP surround and internally illuminated white lettering Free Cash withdrawals. ATM surround halo illuminated with blue LED tapes – Retrospective Location: Spar Store, Solway Street, Silloth Applicant: Mr Roy Lanning Notemachine Ref No: 2/2014/0712 Proposal: Installation of STM – retrospective Location: Spar Store, Solway Street, Silloth Applicant: Mr Roy Lanning Notemachine</p>	
024	<p>Committee Reports Minutes of the Business Plan Committee meeting were circulated to members of the Council. The Clerk had drafted a questionnaire which is to go to every household. Costs for distribution of the questionnaire have been obtained from the Post Office</p>	

	and also the Solway Buzz. Peter at the Buzz would be happy to include the questionnaire as part of the Solway Buzz rather than a separate document and would be happy with a donation towards costs rather than charging the usual advertising rates. John also obtained a design for the front cover and a quotation for printing. RESOLVED that the questionnaire be included in the Solway Buzz, with a splash on the front page to highlight it and a contribution of £500 be provided towards the costs.	WEJ
025	Licences None.	
026	Reports from Representatives on Outside Bodies RESOLVED that verbal reports received from Representatives on Outside bodies be noted.	
027	Allerdale & County Council Reports Allerdale: Verbal report received from Cllr. Jefferson. County Council: Verbal report received from Cllr. Markley.	
028	Park Manager's Report The Park Manager provided a report of work carried out since the last meeting. RESOLVED that a handrail be installed in the woodland play area next to the path from the Christ Church direction. A few quotations have been obtained for machinery and Cllr. Markley is negotiating the possibility of extra work for the team to do. The secondary school have asked for a quotation for the grounds maintenance work which Ken and the Clerk have looked at. There is a possibility of working with the County Council and it was agreed to continue looking at the options. It may be worth approaching Allerdale with regard to machinery as they often replace tractors etc. Ken met with the lady who is designing the Bumble Bee garden and marked out a rough plan which is to be sited at the Rose Garden.	KJW
029	Community Engagement Officer's Report A meeting took place last week on the Green with Vivian Russell who is an expert on bees and pollinators. Jane at HLF is in favour of the proposal. The cost of the plants etc will be approx £700. There are to be educational panels, also a butterfly garden and bird loving garden within the adventure play area. There are currently 9 people wanting to First Aid training. It will cost £750 for up to 12 people and £50 for each additional person. Anna spoke to someone from Digital Carlisle who was responsible for getting public Wifi in Carlisle City Centre. The contract was won by BT. Anna has also been doing the Silloth Airfield project and researching stories etc.	
030	Town Clerk's Report The Town Clerk provided a report on work done since the last meeting.	
031	Payment of Accounts RESOLVED that the payments listed in the register report to 1 December 2014 be approved for payment.	
032	Application for financial assistance None	
033	Cumbria in Bloom Cllr. Jefferson and Anna did a presentation at the Cumbria in Bloom AGM which was	

	excellent. Silloth is working together and being put on the map.	
034	<p>Energy Insulation Grants</p> <p>The Town Council are to promote that grants are available to households in Silloth for free loft insulation and cavity wall insulation. EcoFix Energy will pay the Council for each contact they receive and are also willing to look at insulation and solar panels on Town Council properties.</p>	
035	<p>Additional seat on the Green</p> <p>A request has been received for an additional seat to be placed on the Green near the bus stop on Criffel Street for use by passengers waiting for buses. RESOLVED that an additional seat be obtained from Streetmaster in the same design as others on the Green.</p>	WEJ
036	<p>Signage</p> <p>Brian Irving at the AONB had spoken to the Clerk. The signage at entrances to the town was installed by the AONB 6 years ago and is the same theme as others in the area. John had put together a new design for the signs. RESOLVED that Cllrs. Markley and Jefferson discuss the matter at the AONB meeting and an additional item to be included on a future agenda.</p>	AJM & WJ
037	<p>Applications for events</p> <p>The Town Council considered the applications received for the following events and it was RESOLVED that permission be granted for these events.</p> <ul style="list-style-type: none"> a) Caravan Rally at the Rugby Club which is to be held on 5th, 6th & 7th May 2015, with 20-40 motor caravans and a donation to be given to the Rugby Club. b) Carnival is to be held on Monday 31 August and the committee have requested to book the Green for the whole weekend, with further details to follow. 	WEJ
038	<p>Budget 2015/16</p> <p>Cllrs. to provide the Clerk with any suggestions for inclusion in the 2015/16 Budget.</p>	
039	<p>Community Asser Transfer</p> <p>A Business case document has been received. Georgina would like to take this to Local Committee in January and therefore will need it back by 20th December to ensure it is included in the reports. RESOLVED that Clerk gather together the necessary information to complete the business case document. RESOLVED that the Equality & Diversity Policy be adopted which is one of the requirements of the Community Asset Transfer.</p>	WEJ
	<i>RESOLVED THAT in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded and that were instructed to withdraw.</i>	
040	<p>Staff Disciplinary Matter</p> <p>A member of staff had not carried out their duties properly and it had been necessary to issue a verbal warning. This was noted by the Council. RESOLVED that a letter be sent to the member of staff to confirm that a verbal warning had been given and that the matter would be kept on file for a period of 6 months.</p>	WEJ
041	<p>Quotations/Estimates</p> <p>The Clerk had sent information out to six different firms to request a quotation for</p>	

	<p>the installation of an edge of granite setts along the full length of the Green. Only one quotation was received which amounted to a rough price of £60-£75K. RESOLVED not to proceed with the granite setts due to the high cost. Need to look at prices for Victorian style lighting as an alternative.</p>	WEJ
042	<p>Review of Staff wages/salaries Following the recent agreement reached between local government employers and trade unions on a pay increase for council workers which covers the period 1 January 2015 to 31 March 2016, the Town Council reviewed the staff wages and salaries. RESOLVED that the following changes to staff wages/salaries be implemented:- All staff on SCP 11 and above to receive a 2.2% pay rise from 1 January 2015. SCP 5 is to be removed from 1/10/2015. From 1 January 2015, staff currently paid the National Minimum wage of £6.50 p/h are to get an increase of 8.56%, with their hourly rate of pay to increase to £7.06 p/h. Non-consolidated payments of £100 to be paid to each of the parks staff (pro-rata for part-time staff) in December 2014. Non-consolidated payment of £325 on SCP 5, 6 & 7 to be paid in December (pro-rata for part-time staff). Non-consolidated payment of 0.45% of new salaries for staff on SCP's 26-49 to be paid in December. Further to her request 12 months ago, it was also agreed that the Clerk's hours be increased from 25 to 30 per week, to reflect the actual hours she has been working for a considerable length of time.</p>	WEJ
043	<p>Amounts owing to the Town Council None.</p>	

Signed.....

Date.....