

**Silloth-on-Solway Town Council**  
**Minutes of a meeting held on Monday 5 October 2015 at 7.00pm at Silloth Community Hall**

**Present** Cllr. A.J. Markley – Chairman

**Councillors**  
W. Jefferson (WJ), J. Cook (JC), A. Emmerson (AE), D. M. Pattinson (DMP),  
G. Wilkinson (GW), I. Baty (IB) & O. Martin (OM).

Also present: Wendy Jameson – Town Clerk (WEJ), Ken Wannop – Park Manager (KW) & Anna Malina –  
Community Engagement Officer (AM).

<b>349</b>	<b>Apologies</b> Cllrs. C. Graham, D. Graham, S. Graham & M. Orchard. Also PCSO Peter Nichol.	
<b>350</b>	<b>Declarations of Interest</b> As recorded.	
<b>351</b>	<b>Exclusion of Press &amp; Public</b> It was agreed that the public be excluded for items 24, 25, 26 & 27 on the Agenda.	
<b>352</b>	<b>Chairman's Announcements</b> The Chairman thanked Anna, Bill, Ann, Chris and Vivian for attending the Cumbria in Bloom awards ceremony at Dalton in Furness. Silloth has won the Cumbria in Bloom Coastal Town Cup and has been nominated for a national award. Also the Special Category Continental Landscapes Trophy for the Community Garden and the Bee Loving Garden. The gardens were also individual winners of the Britain in Bloom Royal Horticultural Society 'It's Your Neighbourhood' Award. Thanks were given to everyone who had participated and all the work done on the Green by volunteers and staff. The Chairman had attended the 50 yr celebration of the Brownies, Harvest Festival at the church, civic services and various other meetings. Silloth Civic Service takes place on 18 October.	
<b>353</b>	<b>Minutes</b> <b>RESOLVED</b> that the minutes of the meeting held on the 7 September 2015 be confirmed as a true record and signed by the Chairman.	
<b>354</b>	<b>Police Report</b> PCSO Peter Nichol sent his apologies. Concerns were expressed about kids setting fires in the woodland play area and messing with aerosols which is really dangerous. The Clerk has reported the matter to the Police. <b>RESOLVED</b> that letters be sent to Solway Community School, Silloth Primary and Nelson Thomlinson School to request that the potential dangers are discussed with pupils.	<b>WEJ</b>
<b>355</b>	<b>Adjournment of Meeting</b> There had been no prior requests from members of the public to speak at the meeting.	
<b>356</b>	<b>Schedule of Correspondence, Notices and Publications</b> <b>RESOLVED</b> that the schedule of correspondence, notices and publications be noted. <ul style="list-style-type: none"> <li>• Radioactive Waste Management – A public consultation National Geological Screening Guidance – Providing Information of Geology – Consultation is open until the 4 December 2015. Link to the document:- <a href="http://www.nda.gov.uk/rwm/national-geological-screening/consultation/">http://www.nda.gov.uk/rwm/national-geological-screening/consultation/</a> Nothing further to add. Clerk to look at the document and bring it back to the next meeting is necessary.</li> </ul>	<b>WEJ</b>

	<ul style="list-style-type: none"> <li>• North West Coastal Delivery Team – re: Improvements to public access along the coast: Gretna to Allonby – initial conclusions. Things are progressing.</li> <li>• Allerdale Borough Council – Conservation Areas, Supplementary Planning Document. Consultation will run until 6 November 2015. Link to the document:- <a href="http://www.allerdale.gov.uk/planning-and-buildings/planning/conservation/conservation-areas-spd.aspx">http://www.allerdale.gov.uk/planning-and-buildings/planning/conservation/conservation-areas-spd.aspx</a>. No issues.</li> <li>• Email from Jimmy Lettice requesting an update in relation to the transfer of land and sports club leases etc. The Clerk has sent a response.</li> </ul>	
<b>357</b>	<p><b>Planning Applications</b></p> <p>The <b>Town Council</b> have approved the following:-  <b>Ref No:</b> n/a <b>Proposal:</b> Upgrade to telecommunications radio base station installation at CTIL_128576_VF36981 <b>Location:</b> Rooftop on Enkev House, Silloth Airfield Industrial Estate, Silloth <b>Applicant:</b> Clarke Telecom Limited  <b>Ref No:</b> 2/2015/0524 <b>Proposal:</b> Extension to garage <b>Location:</b> 6 Moricambe Park, Skinburness, Silloth <b>Applicant:</b> Mr Ian Strong</p> <p>Consultation on removal of telephony equipment from existing call boxes and installation of defibrillators -  <b>Allerdale Borough Council</b> approved the following:-  <b>Plan No:</b> PB/2015/0022 <b>Location:</b> Phone box at Blitterlees, Silloth  <b>Plan No:</b> PB/2015/0026 <b>Location:</b> Phone box at entrance to Ryehills Road, Skinburness, Silloth  <b>Allerdale Borough Council</b> refused the following:  <b>Plan No:</b> PB/2015/0024 <b>Location:</b> Phone box opposite Golf Hotel, Criffel Street, Silloth  <b>Plan No:</b> PB/2015/0025 <b>Location:</b> Phone box at entrance to the Lido Village, Barracks Bridge, Silloth - Telephone box is no longer there.</p>	
<b>358</b>	<p><b>Committee Reports</b></p> <p>None.</p>	
<b>359</b>	<p><b>Licences</b></p> <p>None.</p>	
<b>360</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>361</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>362</b>	<p><b>Park Manager's Report</b></p> <p>The team have been busy with general maintenance and quite a bit of machinery maintenance. A water main has been installed over at the Rose garden which will make watering the garden a lot easier. There has been some vandalism. The top of the picnic bench could be sanded and turned over but will wait until this current spate has died down. The Pagoda needs to be locked earlier as youngsters have been messing about after the grounds maintenance team have left for the day. Toilets also need to be locked at 4.00-4.30pm. It was questioned whether a key for the toilets could be made available to the public but it was felt unnecessary. Youngsters doing spins in their cars on the Green is doing damage to the surface. Police to be asked to monitor the situation. It was suggested that a representative from the Council (i.e. governors) attend school when discussing the aerosol incident, preferably with the Police. Request to be sent to Solway school. Work is due to start on the Skinburness shelter very soon. Vivian has asked Ken to make some Bee Hotels to take to the school.</p>	<b>WEJ</b>

363	<p><b>Community Engagement Officer's Report</b></p> <p><b>Silloth Green Audience Research and Analysis by Public Knowledge</b> – The report has come back with some positive findings which will be submitted to HLF as part of the final report.</p> <p><b>Bee Garden interpretation</b> – Vivian is working on it and will get it done.</p> <p><b>Pagoda Interpretation</b> – Anna has obtained a lot of photos and has put a design together. Each panel will illustrate what is beyond the view. It was suggested that additional information be provided above the panels in some stylish writing similar to that in Tullie House.</p> <p><b>Silloth Green Leaflet</b> – draft layout has been put together. When the design is sorted out then it will be circulated by email for approval.</p> <p><b>Volunteer Training &amp; Education plans</b> – Anna has contacted Jane as she was concerned that the plans were inappropriate for Silloth and impossible to implement. Jane has indicated that HLF are flexible. Anna will write up some appropriate outputs. Anna is happy to work with the Clerk and Parks Committee on the final report.</p> <p><b>Silloth Green Archives</b> – Some material has been provided by Chris Graham. It will need to be scanned and re-written. Some new archives pages will be added to the Silloth Green website. There are a lot of Facebook pages which have a lot of good information and photos on them. Information will need to be printed out for the library – details of costs to be obtained. Strategy needs to be written for presenting the archives – to be brought back to Bill and the Parks committee.</p> <p><b>Cumbria in Bloom (Results)</b> – It was questioned where the certificates and cup can be displayed. Winters have offered to display them and the Community shop was also suggested as a possibility. Anna to speak to Gary at Winters. The press release has resulted in a few articles. Cumbria Life would like to interview Anne and Vivian about the gardens.</p> <p><b>Harbour Buoy</b> - Ed Deeley has been in touch. There is a spare buoy and he has asked if we would like it as a feature on the Green. It was agreed that Ken have a look at it and see what condition it is in as it may need renovated and shot blasted. Consideration will need to be given as to where to site it but it was suggested that somewhere between the Lifeboat Station and the Dock entrance would be ideal. Film has also been entered into Imperial War Museum film awards.</p> <p><b>Cumbria Life Culture Awards</b> – Anna has put the Silloth Airfield Film forward for an award. Finalists will be announced in the November edition which is on sale on 21 October. It was questioned whether the film is available on DVD. It was also questioned whether the film could be shown in the Discovery Centre as there is a big screen in there. The Soldiers in Silloth museum is also a possibility.</p> <p><b>Online questionnaire</b> – A questionnaire has been put online to ask kids what they would like to see on Silloth Green. Kids at school have been asked to complete it. Rachel Ingrams is interested in doing a project with the kids and is looking to formulate an e-book. Vivian has been speaking to kids in the nursery about bees.</p> <p><b>Educational cards</b> – Anna is working with Vivian and the school to put together some educational cards. Costs obtained for printing 50 @ £385.67, 100 @ £596.57 and 200 @ £886. It was agreed that 100 be obtained. Anna will put together a list of all the schools etc, to which they can be sent.</p> <p><b>Google translate</b> – A Google translate button has been added to the Silloth Green website to translate it to 50 languages.</p> <p>The Chairman has received a number of requests for exercise play equipment on the Green. Clerk to obtain more information.</p>	<p>AM</p> <p>Parks</p> <p>AM</p> <p>KW</p> <p>WEJ</p>
364	<p><b>Town Clerk's Report</b></p> <p>The Town Clerk provided a report on work done since the last meeting. Meeting of the allotment committee to take place on Monday 19<sup>th</sup> October at 7.00pm.</p>	
365	<p><b>Payment of Accounts</b></p> <p><b>RESOLVED</b> that the payments listed in the register report to 5 October 2015 be approved for</p>	

	payment.	
<b>366</b>	<p><b>Budget 2015/16</b></p> <p>The Clerk provided a report comparing the actual expenditure to date with the overall budget for 2015/16. Everything is on track. <b>RESOLVED</b> that the report be noted.</p> <p>The Clerk also produced an up to date financial summary for the Silloth Green project which showed the total spending to date and available funds to be spent before the end of the project on 31 January 2016. There is currently £52,180.82 unallocated funding in the inflation/contingency budget. HLF have agreed to the underspend being utilised on the provision of Victorian style lights and consideration has also been given to providing an additional or extension to the existing building in the grounds maintenance yard to accommodate the tractor and hedge cutter. <b>RESOLVED</b> that the report be noted.</p>	
<b>367</b>	<p><b>Allerdale Borough Council – Funding</b></p> <p>Allerdale are to provide funding of £10,000. £4,000 has been earmarked for STAG and £2,437.50 is to cover the Town Council's contribution towards the cost of the big screen at the Tour of Britain event, leaving a balance of £3,562.50 available to allocate to Festivals and Events. Applications have been received from a) STAG for £4,000 and £2,500 - to design, produce and distribute a leaflet promoting Silloth, public liability insurance for events on the Green and towards the cost of the Theatre performance, Fireworks display and Beach marathon b) Silloth Music Festivals for £2,000 - towards the cost of a Silloth Food, Craft and Film Fair which will be held in the Marquee on Silloth Green during the week prior to the Music and Beer Festival and c) Silloth Vintage Rally for £3,000 - towards the costs of putting on the 2016 Vintage Rally.</p> <p><b>RESOLVED</b> that funds be allocated as follows:- STAG £4,000, Silloth Festivals Ltd £1,000, Silloth Vintage Rally £1,500 and the balance to STAG of £1,062.50.</p>	
<b>368</b>	<p><b>Applications for events</b></p> <p>The Town Council considered the following applications and agreed to grant permission:-</p> <p>a) Ragnarock 3 – 24<sup>th</sup> to 26<sup>th</sup> June 2016</p> <p>b) Silloth Vintage Rally – 11<sup>th</sup> &amp; 12<sup>th</sup> June 2016</p> <p>c) Silloth Food, Craft &amp; Film Fair – 4<sup>th</sup> to 6<sup>th</sup> September 2016</p>	<b>WEJ</b>
<b>369</b>	<p><b>Free Wifi</b></p> <p>The guy from Solway Communication was unable to attend the meeting and it was agreed to defer the matter to next month. Concerns were raised about the potential issue of security which will need to be addressed.</p>	<b>JC</b>
<b>370</b>	<p><b>Silloth Community Garden</b></p> <p>There was a proposal that the Council consider the installation of small seating around the story telling chair for children in the form of either a bench right round fixed to the raised beds or toadstool type seating which could be funded through HLF. <b>RESOLVED</b> that the matter be deferred, with Cllr. Martin to bring proposals to the next meeting.</p>	<b>WEJ</b>
<b>371</b>	<p><b>LOVE my BEACH Campaign</b></p> <p>It was <b>RESOLVED</b> at the last meeting that the Council support the proposal.</p>	
	<p><i><b>RESOLVED</b> 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></p>	
	<p>Cllr. Jefferson left the meeting.</p>	

372	<p><b>Insurance Claims</b></p> <p>The Clerk had received a call from CT Hayton's with the offer of upgrading the Hedge Cutter to a much better machine which would normally cost £4,000, at the price of £2,000. The new machine would be more efficient and would store behind the tractor which would be better from a H&amp;S point of view. <b>RESOLVED</b> that the Town Council take up the offer of upgrading the hedge cutter at a cost of £2,000, with the insurance to cover the cost quoted for the repairs to the damaged machine.</p>	WEJ
373	<p><b>Community Asset Transfers &amp; Sports Club Leases</b></p> <p>An email was received from Jimmy Lettice asking for an update regarding the transfer of land and sports clubs leases which the Clerk had responded to. The Clerk has since been in touch with the solicitor to ask for an update. He will be going on annual leave for 2 weeks but will send out draft leases on Thursday of this week for consideration. <b>RESOLVED</b> that the annual meeting be arranged with the sports clubs at which the draft leases can be considered and discussed.</p>	WEJ
374	<p><b>Quotations</b></p> <p><b>Victorian Lighting</b> – Two quotations have been received for the provision of 20 and also 39 Victorian style lights to be sited along the edge of the Green on Criffel Street. There is sufficient HLF funding left to cover the cost but the Clerk voiced concerns about the cash flow implications as they would need paid for and then the funding reclaimed from HLF which would involve a delay. 95% of the total HLF funding can be claimed during the length of the project with the remaining 5% to be claimed with the final claim which has to be submitted by 31 January 2016. <b>RESOLVED</b> that the Council proceed with the scheme and a further quotation be obtained for the installation of 30 lights. Clerk to investigate the situation further in relation to cash flow. It was questioned whether planning permission would be needed for the installation of the lighting. Clerk to seek clarification from Allerdale Borough Council.</p> <p><b>Floodlights at Sports ground</b> – The old floodlights which light up the unofficial footpath have stopped working. Shaun Bell has taken a look at them and recommended that the four light fittings be replaced at a cost of £150 each. Total cost to install the new lights which would need the use of a cherry picker will cost no more than £1000. <b>RESOLVED</b> that Shaun Bell be asked to carry out the necessary work.</p>	
375	<p><b>Amounts owing to the Town Council</b></p> <p>None.</p>	

Signed.....

Date.....