

Silloth-on-Solway Town Council

Minutes of a meeting held on Monday 6 October 2014 at 7.00pm at Silloth Community Hall

Present

Cllr. A.J. Markley (AJM) – Chairman

Councillors

S. Graham (SG), J. Cook (JC), C. Graham (CG), G. Wilkinson (GW),
I. Baty (IB), J. Lettice (JL) & W. Jefferson (WJ).

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

936	Apologies for Absence Cllrs. M. Orchard, D. Wallace & J. Baxter. Also PCSO Pete Nichol.	
937	Declaration of Interest Cllr. A.J. Markley – re: Markley Transport, Carrs Coaches, County Council etc. Cllr. J. Lettice – re: Silloth Rugby Club. Cllrs. J. Cook – re: STAG. Cllr. C. Graham – re: STAG & SPAND	
938	Exclusion of Press & Public There was no need to exclude the Press and Public from the meeting.	
939	Chairman's Announcements The Chairman had attended a number of civic services at Wigton & Workington. He also attended the Cumbria in Bloom awards ceremony where Silloth were presented with a 1 st and two runners up awards. Cllr. Markley thanked the town for all the events that have gone on this year. There has been a lot of positive feedback. Cllr. Cook agreed to pass the message on to the relevant groups. The Silloth Civic Service will take place on 19 October at Christ Church at 11.00 am.	JC
940	Minutes RESOLVED that the minutes of the meeting held on the 1 September 2014 be confirmed as a true record and signed by the Chairman, although it was questioned why the Tourism Action Plan was not mentioned in the minutes.	
941	Police Report A copy of the Police Newsletter was printed out and distributed to members of the Council. Concerns were expressed about parking on double yellow lines and at dropped kerbs which is causing a nuisance to pedestrians and wheelchair users. RESOLVED that a letter be sent to Cumbria Highways over the issue of parking at dropped kerbs. Item to be included in the Solway Buzz and letter also to be sent to the Police.	WEJ
942	Adjournment of Meeting There had been no prior requests from members of the public to speak at the meeting.	
943	Schedule of Correspondence, Notices and Publications RESOLVED that the schedule of correspondence, notices and publications be noted and that the following actions be carried out:- <ul style="list-style-type: none">• Asset Management Ltd – Letter from Adam Kirkbride re: sponsorship of	

	<p>the town's Rugby and Football clubs. APK have agreed to donate £1000 to each of the clubs to help fund new equipment and/or kit, in return for advertising boards at matches, logo on any kit or clothing and the opportunity to participate in any public relations activities directly as a result of the sponsorship. RESOLVED that a copy of the letter be sent to both sports to seek their confirmation.</p> <ul style="list-style-type: none"> • Vodafone Rural Open Sure Signal Programme – Applications close 14 October 2014. Cllr. Cook has looked at the information and the main stumbling block is that 3G coverage would only be available to Vodafone users and would therefore not be beneficial to the whole town. There would also be a cost of £30 pa to run each box and there would need to be 5 boxes around the town. RESOLVED to leave it for the time being until a better solution comes available. • Silloth Post Office – Consultation on the planned changes to the Silloth Post Office which they would like comments on. The Post Office will be closing for a couple of weeks while the refurbishment takes place. RESOLVED that a reply be sent to say that it is important that security is maintained and that customers are able to carry out their transactions in privacy and with discretion. • Email from Anne Sowerby asking if the Council would support letting people know about Free cavity wall and loft insulation and get paid for their support to help funds. RESOLVED that the Council supports the proposal and an email be sent to Anne Sowerby. • Letter from Sir Tony Cunningham inviting a representative of the Town Council to a follow up meeting on Friday 17 October at 1pm at Maryport Golf Club regarding the coastal protection. RESOLVED that Cllrs. Markley and C. Graham to attend the meeting as representatives of the Town Council. Reply to be sent to confirm their attendance. • Enquiry from Shelley Pudsey for information about a piece of land situated opposite Pennine View and at the end of Skiddaw Close which she would like to rent as grazing for her horse. RESOLVED that the land in question actually belongs to Allerdale Borough Council and a reply be sent. • Invitation to the National allotment Society, Northern Region, Allotment Officers Forum to be held on Wed 12 November at Talkin Tarn, Carlisle. RESOLVED that Cllrs. Markley and Wilkinson, and the Town Clerk attend the forum. • Solway Coast AONB – Invitation for a representative of the Council to the Solway Firth Partnership – Solway Coast AONB Joint Conference at The Hallmark Hotel, Carlisle on 14 November. RESOLVED that Cllrs. Markley & Jefferson will be attending. • Solway Community Technology College – Invitation to the Annual Awards Evening on Wed 19 November at 7.00pm and seeking continued support towards prizes. RESOLVED that Cllrs. Markley & C. Graham to attend. • The Accessible Britain Challenge Update – Formal launch 4 September. Information about the challenge and encouraging the Council's support and involvement. Cllr. G. Wilkinson agreed to be the Council's link. • Office for Nuclear Development - re: Geological screening events. Email seeking contact details of those interested in participating in one of these initial public events. RESOLVED that contact details of Clerk be provided so that information comes to the Council. 	<p>WEJ</p> <p>WEJ</p> <p>WEJ</p> <p>AJM & CG</p> <p>WEJ</p> <p>AJM, GW&WEJ</p> <p>AJM & WJ</p> <p>AJM & CG</p> <p>WEJ</p>
944	Planning Applications	

	<p>a) Allerdale Borough Council have approved the following:- Ref No: 2/2014/0549 Proposal: Listed building consent to remove pvc windows and replace with hardwood sliding sash Location: 5 Marine Terrace, Criffel Street, Silloth Applicant: Mrs Helen Bell</p> <p>b) The Town Council have refused the following:- Ref No: 2/2014/0293 Proposal: Installation of a 500kW wind turbine (67m to blade tip) and its associated infrastructure (crane pad, access track and meter house) Location: Dundraw Farm, Dundraw, Wigton Applicant: D J Harrison</p>	
945	<p>Committee Reports A meeting of the Allotments committee is to take place on Monday 13 October.</p>	
946	<p>Licences None.</p>	
947	<p>Reports from Representatives on Outside Bodies RESOLVED that verbal reports received from Representatives on Outside bodies be noted.</p>	
948	<p>Allerdale & County Council Reports Allerdale: Cllr. Jefferson is no longer on the Development panel as they have reduced the numbers from 20 to 12 members, although he can still address the panel if necessary. There have been a few complaints from residents in the Lido Village about work being carried out at the Atlas works on the Airfield. Cllr. Jefferson will be attending a site meeting on Wednesday to discuss their concerns. County Council: Heading for setting the budget. Community Asset Transfers are going ahead although the expression of interest form needs amended to incorporate other areas. A plaque was presented to Cllr Alan Barry at the County Council meeting and he thanked the Town Council.</p>	
949	<p>Park Manager's Report The Park Manager provided a report of work carried out since the last meeting. Ken discussed with the Council what needs to be done with regard to the Rose Garden. RESOLVED that a mini digger be hired to put drains in and gravel to assist with drainage. Area is to be grassed over and beds dug out at a later date and planted with new roses which would make it more manageable. The remaining roses are to be replanted in other beds. School kids could come up with a design for the Rose Garden. Mrs Robinson who has kindly offered to pay for roses and top soil etc is to be informed about the plans.</p>	KJW
950	<p>Community Engagement Officer's Report Silloth Airfield – More content is being developed for the website. Tom Wood has been interviewed about his experiences. Anna needs to learn more about editing videos. A guy is making a video of the Green using a small copter which can be edited and included on promotional stuff. Silloth Green – Adding content and info about what Anna is doing. There is more interest on Facebook on the Carnival and training. Anna is organising training and supporting volunteers. She has written an educational section for website which Jane has been happy with. Spoken to Vivienne who is willing to work with the schools and help them with planting etc. Tourism Action Plan and courses – Anna has been working on these with STAG.</p>	

	<p>Anna has spoken to Jane who supports the development of the action plan and has suggested that additional funds may be transferred across. The timescale by which the funding can be spent has been extended to January 2016.</p> <p>Educational Plan – Anna has spoken to Vivienne Russell and trying to speak to someone from the Solway Wetlands.</p>	
951	<p>Town Clerk's Report</p> <p>The Town Clerk provided a report on work done since the last meeting.</p>	
952	<p>Payment of Accounts</p> <p>RESOLVED that the payments listed in the register report to 6 October 2014 be approved for payment.</p>	
953	<p>Application for financial assistance</p> <p>Applications were received for financial assistance from Allerdale Credit Union, Great North Air Ambulance and Solway Community Technology College. RESOLVED that a donation of £25 be given to Solway Community Technology College towards prizes, as the Council supports the Awards ceremony every year. No funding for the other two requests, as no budget provided for donations this year.</p>	
954	<p>Accounts for the Year Ended 31 March 2014</p> <p>A report was received from BDO LLP following the external audit stating that 'on the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.' The 'Issues arising report' mentions grant monies received which have been included in Box 2, rather than Box 3, other receipts which is a minor issue. RESOLVED that the external audit report for 2013/14 was received by the Council and comments duly noted.</p>	
955	<p>Allerdale Borough Council – Funding</p> <p>An email has been received from Joe Broomfield to confirm that Allerdale have approved the proposal for the £10k to be used to support events and festivals in Silloth town centre, with the funding to be administered by Silloth Town Council. Any group to benefit from the funding to acknowledge Allerdale in any promotional/advertising material linked to the event and the Town Council to provide a breakdown of how much funding is awarded to the different festivals. Press release to be issued in the next few weeks.</p>	
956	<p>Silloth Green – HLF</p> <p>The Clerk provided an update regarding the Town Council's proposals to HLF on how to utilise any unspent funding, extension of contract and the release of M&M funding. Jane has recommended the following to Nick:-</p> <ul style="list-style-type: none"> • The priority item is the purchase of a cutting machine for the trimming of the Rhododendrons which would enable the Council's grounds maintenance team to undertake the work over a period of 10 years. • The project needs to retain a budget of £2000 for measuring success in order that it can compile the final evaluation report. • The Park Warden's wages are still required, to undertake the maintenance of the park. • Interpretation within the Pagoda is the next priority. Jane has seen a number of 3D panoramic panels highlighting features within a view which 	

	<p>she suggests would be appropriate for the Pagoda.</p> <ul style="list-style-type: none"> The next preference would be the paved edging along Criffel Street which would make a significant visual impact and improve the appearance of the park. <p>Nick has agreed with Jane's priorities for the suggested work and advises that costs be obtained. He feels Anna should be given the option to extend her contract. Anna has confirmed with Jane that she would be interested in extending her contract. HLF contract will now be extended to 31 January 2016 rather than April 2015, which will allow more time for the work to take place and funds to be spent. Cumbria County Council are currently waiting to be reimbursed £52,631.31 which it was thought would be paid at the end of the contract i.e. April 2015 but this has now been extended. Nick has confirmed that they may be able to make an exception and release the M&M funding, although a payment request form and a supporting letter would be needed from the Council confirming the commitment of funds to the maintenance and management of the Green. Also an updated copy of the 10 year management and maintenance plan showing changes to the plan including the interpretation in the Pagoda, paved edging etc. The Clerk has started reviewing and re-drafting the HLF Management and Maintenance plan which was originally put together in September 2010 by Southern Green. RESOLVED that recommendations be accepted and the necessary quotations be obtained.</p>	WEJ & AM
957	<p>Tourism Action Plan</p> <p>Anna gave an explanation of the 3 stage Tourism Action Plan which aims at encouraging new volunteers and marketing the town. Carnival, Kite Festival and Vintage Rally are finishing and there needs to be a strong campaign to encourage people to get involved. RESOLVED - Public meeting to be arranged on Thurs 30 October at Solway Community School or the Bowling Club from 6.30pm onwards, advertised with flyers, posters and via social media. STAG to lead on it in conjunction with the Town Council. Cllr. Cook to invite representatives from the event committees to come to the meeting. RESOLVED that training to support the Action Plan be dealt with at the next meeting. Cllr. C. Graham is interested in doing the RHS Certificate in Horticulture Level 2 at Newton Rigg which is a 30 week course, taking up 1 day a week, at a cost of £737. The course would enable her to teach volunteers on the Green. RESOLVED that Cllr. C. Graham be permitted to attend the RHS Certificate in Horticulture course and also a member of the grounds maintenance team. A number of individual day courses at £35 are also available for volunteers.</p>	AM, STAG & JC CG & parks staff
958	<p>Silloth Tourism Action Group</p> <p>Cllr. John Cook, Chair of STAG wrote a letter asking the Council for financial assistance to support tourism in 2015 and beyond. Funding will be coming in from Allerdale. RESOLVED that consideration would be given to the request as soon as money comes in from Allerdale Borough Council and when the budget is set for next year.</p>	
959	<p>Cumbria in Bloom 2014</p> <p>There are areas for improvement which need to be taken into account for next year. RESOLVED that the matter be considered by the Parks committee and reported back to the Town Council.</p>	
960	<p>Town Team</p> <p>Cllr. C. Graham had met with representatives of various town teams from</p>	

	Cockermouth, Wigton and Maryport, all of which are set up slightly differently with emphasis on different things. The main objective of setting up a 'Town Team' in Silloth was to improve the town and the environment for residents and visitors. The Green looks good but not enough time is spent looking around the town. The Town Team would be independent of the Town Council, with representatives from the sports clubs, churches, businesses, Town Council etc. RESOLVED that Cllr. J. Lettice be appointed as the Town Council's representative on the Town Team.	JL
961	Town Council Agendas It was suggested that Agendas for Town Council meetings are sent by email, rather than delivering paper copies to each Councillor. RESOLVED that Agendas continue to be delivered to each Councillor, as not everyone has email access.	
	Cllr. S. Graham left the meeting.	
962	Bill's Way – Memorial Tablet Bills wife has been consulted and the memorial tablet is now in place.	
963	Grass Cutting & other contract work Home Group have confirmed that the Town Council's grounds maintenance team can cut the grass in Pennine View, although no details have been provided as to the payment for carrying out the work.	
964	Silloth Green RESOLVED to defer reviewing the Council's policies and charging in relation to the Green to a future meeting.	
965	Applications for events RESOLVED to defer consideration of applications received for events.	
966	Amounts owing to the Town Council None.	

Signed.....

Date.....