

**Silloth-on-Solway Town Council**  
**Minutes of a meeting held on Monday 9 May 2016 at 7.00pm at Silloth Community Hall**

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

**Councillors**

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

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

<b>1.</b>	<b>Election of a Chairman of the Council</b> Cllr. A.J. Markley was appointed as Chairman of the Council.	
<b>2.</b>	<b>Chairman’s Declaration of Acceptance of Office</b> Cllr. Markley signed a Declaration of Acceptance of Office.	
<b>3.</b>	<b>Apologies</b> Cllrs. D. Pattinson & G. Wilkinson.	
<b>4.</b>	<b>Declaration of Interests</b> As recorded.	
<b>5.</b>	<b>Election of a Deputy Chairman of the Council</b> Cllr. J. Cook was elected at Deputy Chairman of the Council.	
<b>6.</b>	<b>Appointment of Representatives on outside bodies</b> <b>Primary School</b> - Cllr. A.J. Markley <b>Solway Coast AONB Joint Advisory Committee</b> - Cllr. W. Jefferson <b>Silloth Tourism Action Group</b> – Cllr. O. Martin <b>Sea Dyke Charity</b> - Cllr. A. J. Markley <b>Longcake Education Trust</b> - Cllr. G. Wilkinson <b>Solway Community Technology College</b> - Cllr. A. Emmerson <b>Sports Hall</b> - Cllr. A. Emmerson <b>Friends of Silloth Green</b> – Cllr. C. Graham <b>Sports Association</b> – Cllr. I. Baty <b>Cumbria Coastal Community Team</b> – Cllr. W. Jefferson <b>Neighbourhood Forum</b> - Cllrs. G. Wilkinson & D. Graham <b>Cumbria in Bloom</b> – Cllr. C. Graham	
<b>7.</b>	<b>Appointment of Committees</b> <b>Play Equipment Committee</b> - Cllrs. D. Pattinson, G. Wilkinson, A. Emmerson, S. Graham & D. Graham. <b>Allotments Committee</b> - Cllrs. D. Graham, J. Cook, G. Wilkinson, I. Baty & A. Emmerson. <b>Planning Committee</b> - Cllrs. I. Baty, C. Graham, A. Emmerson, M. Orchard & J. Cook. <b>Parks Committee</b> - Cllrs. G. Wilkinson, W. Jefferson, S. Graham, I. Baty, O. Martin & C. Graham. <b>Business Plan Committee</b> – No longer required as the questionnaire has been completed and no further action is required.	
<b>8.</b>	<b>Exclusion of Press &amp; Public</b> It was agreed that the public be excluded for items 38, 39, 40 & 41 on the Agenda.	

9.	<p><b>Chairman's Announcements</b></p> <p>The Chairman attended the HMS Biter Reception in Manchester. The crew of HMS Biter love coming to Silloth and will try to arrange a visit with the boat at some point. The Chairman had also attended various other meetings which included Harvest Park regarding the footpath, with NADT and also a meeting with representatives from Allerdale regarding the cemetery.</p>	
10.	<p><b>Minutes</b></p> <p><b>RESOLVED</b> that the minutes of the meetings held on the 4 April 2016 and 7 April 2016 be confirmed as a true record and signed by the Chairman.</p>	
11.	<p><b>Police Report</b></p> <p>A Police Report was circulated by email. PCSO Peter Nichol was present at the meeting and gave a report on the crime over the last month. There has been an element of vandalism in the town, with damage to the Pagoda and to one of the new lights. It was agreed that action needs taken against the offenders, with them being prosecuted. This is criminal damage, not just vandalism. The Police need to be pro-active against crime. Inspector Smillie will be attending next month's meeting.</p>	
12.	<p><b>Adjournment of Meeting</b></p> <p>Mr Bill James had requested to speak at the meeting. The meeting was adjourned to allow him to speak. A letter has been sent to Karl Melville asking what is happening with the debris on the coast road which they'd asked the Environment Agency for permission to move. Three alternative routes are lined up for when the road is washed away. Also asked for boulders to be put in to rather than having a new road built. Sue Hayman MP is following it up. Some waste was taken on Friday but the road was not cleaned. The route of the proposed road is confidential and also the amounts of money involved. The priority is to maintain rather than replace the road. It will be a long process of bidding for money and consultations etc.</p>	
13.	<p><b>Schedule of Correspondence, Notices and Publications</b></p> <p><b>RESOLVED</b> that the schedule of correspondence, notices and publications be noted.</p> <ul style="list-style-type: none"> <li>• Email from Silloth Golf Club with information about plans to improve the facilities and seeking support for their funding application. <b>RESOLVED</b> that a letter of support be sent.</li> <li>• Letter from Bill James following the public meeting about keeping the coast road open and requesting to attend the next Council meeting. Also attached are copies of additional emails sent to the County Council etc. <b>RESOLVED</b> that a letter be sent from the Town Council to express concerns regarding the closure of the coast road which has an adverse effect on local businesses.</li> <li>• Email from Keith Martindale regarding the Silloth Station sign at McCormick Stillman Railroad Park, Scottsdale. <b>RESOLVED</b> that a letter be sent to enquire how they got the sign.</li> <li>• Email from Bill James regarding the disjointed bus service between Silloth and Maryport. The services don't link up. The Council have already received a letter from Cumbria County Council regarding the matter.</li> <li>• Email from Jennifer Rowlands with a suggestion of a community orchard in the Hollow. The land has not yet been transferred to the Council. <b>RESOLVED</b> that a reply be sent to Jennifer Rowlands. The Town Council will require a lot more information before full consideration can be given.</li> <li>• Email from Tommy Akitt concerned that that trees in the playing field, opposite the Albion are obscuring the vision of motorists. <b>RESOLVED</b> that Ken look at the problem and report back to the Council. Reply to be sent to Mr Akitt.</li> </ul>	<p>WEJ</p> <p>WEJ</p> <p>WEJ</p> <p>WEJ</p> <p>WEJ</p>

	<ul style="list-style-type: none"> <li>Email from James Smith raising concerns about the unauthorised overnight parking of motorhomes at the car park next to the Skinburness Road toilets. It was questioned whether a gate could be put across to prevent access or height restriction bars. <b>RESOLVED</b> that a letter be sent to Allerdale for advice on how to tackle the issues raised and also contact the Environmental Health department. New signs also to be obtained and look into clamping regulations.</li> </ul>	<b>WEJ</b>
<b>14.</b>	<p><b>Planning Applications</b>  <b>Allerdale Borough Council</b> have approved the following:-  <b>Ref No:</b> 2/2016/0207 <b>Proposal:</b> Garden room extension over existing decking (retrospective) <b>Location:</b> 44 Skinburness Road, Silloth <b>Applicant:</b> Mr John Haywood</p>	
<b>15.</b>	<p><b>Committee Reports</b>  No reports.</p>	
<b>16.</b>	<p><b>Licences</b>  The Town Council considered the following applications for street trading consent:-  a) <b>Applicant:</b> Darren Herald, 1 Low Croft, Main street, Ellenborough, Maryport, CA15 7DN <b>Location:</b> Criffel street, Silloth – opposite the junction with Esk Street (ice cream) <b>Date &amp; Times:</b> Bank Holiday Monday, 29 August 2016, 10am to 6pm  b) <b>Applicant:</b> Stephen Montgomery, 4 Winscales Avenue, Distington, Workington, CA14 4NY <b>Location:</b> Criffel Street, Silloth – opposite the junction with Caldew Street (for ice cream and soft drinks) <b>Date &amp; Times:</b> Bank Holiday Monday 29 August 2016 9am to 9pm.  Letter to be sent to Allerdale objecting to the applications, as per Town Council policy.</p>	<b>WEJ</b>
<b>17.</b>	<p><b>Reports from Representatives on Outside Bodies</b>  <b>RESOLVED</b> that verbal reports received from Representatives on Outside bodies be noted.</p>	
<b>18.</b>	<p><b>Allerdale &amp; County Council Reports</b>  Allerdale: Cllr. Cook will be holding his first Councillor surgery in the Community Hall on Saturday 14 May.  County Council: Things are moving forward. Road at Thirlmere open this month. £108m for road repairs has been banked, with a lot of road repairs to do. There have been ministerial visits regarding education but things are improving.</p>	
<b>19.</b>	<p><b>Park Manager's Report</b>  A report was provided on work carried out over the last month. 100T of road planings has been obtained which will be used at the grounds maintenance yard. Some drainage work has been done at the allotments. Work has been done to the path between the Brewery and the sports area. The play equipment is to be painted and is in the schedule to do. Water splash park will be open for Green Day at the end of May.</p>	
<b>20.</b>	<p><b>Town Clerk's Report</b>  The Town Clerk provided a report on work done since the last meeting. Annual Town meeting will be on 23 May in the Community Hall.</p>	
<b>21.</b>	<p><b>Calendar of Meetings</b>  Dates of meetings for the coming year were agreed by the Council which will be held on the first Monday of each month, apart from when there is a Bank Holiday when the meeting will be the following Monday, with no meeting held in August. Dates are as follows:-  6 June 2016, 4 July 2016, 5 September 2016, 3 October 2016, 7 November 2016, 5 December 2016, 9 January 2017, 6 February 2017, 6 March 2017, 3 April 2017 &amp; 8 May 2017.</p>	

22.	<p><b>Cheque Signatories</b>  <b>RESOLVED</b> that Cllrs. J. Cook, O. Martin &amp; M. Orchard be appointed as cheque signatories.</p>	
23.	<p><b>Annual Subscriptions</b>  <b>RESOLVED</b> that the payment of the following annual subscriptions be approved:-  a) CALC Annual Subscription 2015/16 of £339.00  b) Local Council Review Magazine subscription £17.00</p>	
24.	<p><b>Payment of Accounts</b>  <b>RESOLVED</b> that the payments listed in the register report to 9 May 2016 be approved for payment. The Vintage rally have agreed to donate a new bench to the town as part of Britain in Bloom which has been sited at the top of the allotment bank. It was agreed that the Council pay for the seat etc and reclaim the VAT, with the Vintage Rally providing a donation to cover the net amount. Ken and his staff put a new fence along the top of the bank and Stanwix have improved the corner opposite the Albion. Letter of thanks to be sent to Stanwix for the work they have done.</p>	
25.	<p><b>Accounts for the year ended 31 March 2016</b>  <b>RESOLVED</b> that the Accounts for the Year Ended 31 March 2016 are approved and the Chairman authorized to sign the Statement of Accounts and the Annual Governance statement to the Annual Return for the year ended 31 March 2016. The Town Clerk was thanked for all her work in putting the Accounts together.</p>	
26.	<p><b>Review the effectiveness of the internal audit</b>  Mr Peter Wilson is no longer able to carry out the internal audit and the Clerk suggested asking Mr Miles Slack who was previously Treasurer for the Council. <b>RESOLVED</b> that Mr Slack be asked to undertake the audit and the Council review the effectiveness of the internal audit at the next meeting.</p>	WEJ
27.	<p><b>Town Centre Projects/Initiatives</b>  For the last 2 years the funding has been used to support events. A summary was provided by the Clerk. An email has been received from the Vintage Rally questioning why events are being charged for insurance by STAG when they have received funding from the Town Council to cover the cost and asking if some of the £10k could be used. It costs STAG over £9,000 p.a. to organise events. The Town Council can't cover the insurance, as the events are not directly organised by the Town Council. It was suggested years ago that the events committees should all work together under the same umbrella as STAG. <b>RESOLVED</b> that STAG make enquiries about the cost of purchasing a block insurance to cover all the events. It was questioned what revenue has been brought as a result of STAG but it would be difficult to quantify. The Town Council needs to make a decision on what to spend the £10k on which is not guaranteed every year. A further item to be included on next month's Agenda. There was £2,500 included in last year's budget which is allocated to STAG. Britain in Bloom is in 3 months and the Coastal Community funding may come in but some of the ABC funding could be used toward BiB. There has been a good response from businesses, with 73 hanging baskets or tubs ordered which are to be paid for by the businesses. It was questioned whether the bill for the baskets &amp; tubs could be paid for by the Council and as the cash is received to cover the baskets, it will be paid back into the Council's account which was agreed.</p>	STAG
28.	<p><b>Applications for events</b>  Gayle Warwick, a local fitness instructor, who runs fitness classes in St Andrew's Hall and the Sports Hall, has asked if she could hold outdoor fitness sessions on the Green or the surrounding area. She is hoping to offer Metafit high intensity body weight sessions, lasting 30 mins, once or twice a week and Kettlebell circuits lasting 1 hr. She is fully qualified and</p>	

	has public liability insurance. <b>RESOLVED</b> that a letter be sent asking for more information and whether an area would be cordoned off, as the Green is a public open space.	<b>WEJ</b>
<b>29.</b>	<b>Silloth Green Project</b> Anna put together an Evaluation Report for HLF for the end of the Silloth Green Project which is an excellent document. <b>RESOLVED</b> that it be added to the Silloth Green website and sent to prospective funders.	<b>WEJ</b>
<b>30.</b>	<b>Pagoda</b> Discussed later in the meeting.  Cllr. M. Orchard left the meeting.	
<b>31.</b>	<b>Causewayhead Cemetery</b> Cllr. Markley provided an update following a meeting with Konrad Hansen and Ruth Carr from Bereavement Services regarding Causewayhead cemetery. Holme Low Parish Council want to take on the building at the cemetery but the view by Allerdale was to demolish the building to make space for 50 graves. It is hoped that Silloth and Holme Low can work together. The building has two end parts attached to it which could be removed, leaving the original building to be restored. The main work to be funded through Holme Low. Information regarding the Commonwealth graves and Silloth Airfield, with maps etc could be included within the building. Standpipe to be reinstated, with ongoing maintenance of the building by Silloth Town Council and Holme Low.  Cllr. S. Graham left the meeting.  Members of the Council were asked if they were happy to continue the meeting as it was 9.00pm and it was agreed to continue.	
<b>32.</b>	<b>Criffel Street Market</b> There had been a few issues recently regarding the location of stallholders during the installation of the Victorian style lights along the edge of the Green. The size of some of the vehicles was also a concern due to the potential damage to the grass. <b>RESOLVED</b> that no vehicles over 3.5T be allowed on the Green for market purposes. Letter to be sent to Joe Bromfield and Phil Byers (Market Manager).  Cllr. Jefferson left the meeting.	<b>WEJ</b>
<b>33.</b>	<b>Painting of Seats</b> The benches along the sea front are in a bit of a state and need repainted. The work is ongoing maintenance and scheduled to be carried out.	
<b>34.</b>	<b>Lighting on the Promenade</b> The Council considered the suggestion of the installation of Victorian style lighting along the Promenade. Allerdale was contacted about it a number of years ago and the Council were told that to put lighting up, they would need to install barriers at the top of the steps. <b>RESOLVED</b> that a further letter be sent to Allerdale to seek their views on it and what the view of the H&S Executive would be. Clerk to contact Joe Broomfield.	<b>WEJ</b>
<b>35.</b>	<b>De-designation of beach</b> The new consultation which is currently taking place appears to be for the rest of Silloth rather than West beach. Need to clarify what exactly is being de-designated. Allerdale Borough Council had warned Cllrs. of the consequences of it and there has been a lot of adverse publicity as a result of the de-designation. The publicity was aimed at the 14	

	beaches that were de-designated. The adverse publicity got out of hand and will affect local businesses. Clerk to enquire what the outcome of the survey was.	<b>WEJ</b>
<b>36.</b>	<b>Councillors Matters</b> There has been a request from a local resident for a seat to be placed on the Green which would incorporate a statue of himself. The Council has a memorial seat policy in place but would need more information before the matter could be considered. Item to be included on the next Agenda.	
<b>37.</b>	<b>Vandalism</b> It was proposed that the Council consider what action to take regarding the ongoing vandalism which is getting worse and will cost us financially and reputationally, unless we act. The matter was discussed under the Police Report (Min 11) and it was agreed that the offenders need to be prosecuted for the damage they cause.	
	<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>	
<b>38.</b>	<b>Pagoda</b> Following a meeting with representatives from NADT, the Council considered the suggestion of youngsters in the town being allowed the use of the Pagoda which they would be responsible for. The Council also discussed the option of providing them with a shelter of their own. A meeting is to be arranged with the kids for them to put their ideas forward. The Council felt it was difficult to support projects for kids when damage is occurring. Report back to the Council following the meeting with kids.	
<b>39.</b>	<b>Estimates</b> The Council considered an estimate received for the installation of CCTV, 100w floodlight on dusk to dawn sensor and mosquito device at the Pagoda. <b>RESOLVED</b> that the estimate of £4,380 from Shaun Bell Electrical be accepted by the Council.	<b>WEJ</b>
<b>40.</b>	<b>Community Asset Transfer</b> The Council's solicitor has been in touch with Cumbria County Council and is currently awaiting a response from them.	
<b>40.</b>	<b>Claims against the Council</b> The Clerk provided an update on claims against the Council which was noted.	
<b>41.</b>	<b>Amounts owing to the Town Council</b> None.	

Signed.....

Date.....