

**Silloth-on-Solway Town Council**  
**Minutes of a meeting held on 13 May 2013**

**Present:-** Cllrs. A.J. Markley, I. Baty, C. Baty, E. Wannop, S. Graham & W. Jefferson.  
Also Wendy Jameson (Town Clerk) & Ken Wannop.

**423 Election of a Chairman of the Council**

Cllr. Baty thanked everyone present for their support, especially in the low times. Cllr. Baty was thanked for all his efforts and for everything he has done. Cllr. A.J. Markley was appointed as Chairman of the Council.

**424 Chairman's Declaration of Acceptance of Office**

Cllr. Markley signed a Declaration of Acceptance of Office.

**425 Apologies:-** Cllrs. G. Wilkinson, C. Graham, A. Weightman, D. Wallace & R.W. Allison.

**426 Declaration of Interest**

Cllr. Markley – re: Markley Transport, Carrs coaches, County Council etc  
Cllr. Wannop – re: Ken.

**427 Election of a Deputy Chairman of the Council**

Cllr. S. Graham was elected at Deputy Chairman of the Council.

**428 Appointment of Representatives on outside bodies**

**Primary School** - Cllr. A.J. Markley  
**Joint Advisory Committee** - Cllr. W. Jefferson  
**Silloth Tourism Action Group** - Cllr. C. Graham  
**Longcake Education Trust** - Cllr. G. Wilkinson  
**Sea Dyke Charity** - Cllr. A. J. Markley  
**Neighbourhood Forum** - Cllrs. A. Weightman & G. Wilkinson  
**Solway Community Technology College** - Cllr. A.J. Markley  
**Sports Hall** - Cllr. S. Graham  
**The Space** - Cllrs. D. Wallace & S. Graham.

**429 Appointment of Committees**

**Play Equipment Committee** - Cllrs. G. Wilkinson, R.W. Allison, E. Wannop & C. Baty.

**Allotments Committee** - Cllrs. G. Wilkinson, I. Baty, R.W. Allison, A.Weightman & A.J. Markley.

**Planning Committee** - Cllrs. E. Wannop, I. Baty, A.J. Markley, C. Baty & A. Weightman.

RESOLVED THAT all Cllrs. to be emailed with details of applications being considered and the decision reached by the Planning Committee.

**Parks Committee** - Cllrs. G. Wilkinson, W. Jefferson, S. Graham, A.J. Markley, R.W. Allison & I. Baty. Cllr. M. Snaith has resigned from the Council. She will be a big loss and has been an ambassador for the Council. Card to be sent from the Council thanking her and wishing her the best for the future.

**430 Exclusion of Press & Public**

None

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**431 Chairman's Announcements**

None

**432 Minutes**

The minutes of the meeting held on the 8 April 2013 were approved by the Town Council and signed by the Chairman as a true record.

**433 Police Report**

A Police report was sent by email, although it would be nice if someone could attend a Council meeting. The parking of caravans around the town was discussed. Initially it was thought to be a requirement for a caravan to be attached to a taxed vehicle which is not the case. Police will only take action if they are causing an obstruction or parked on double yellow lines. Under Regulation 24 Road Vehicle Lighting Regulations - Other vehicles and trailers, and all vehicles with projecting loads, *MUST NOT* be left on a road at night without lights. Council's can also bring in bye-laws to cover the matter of caravans and trailers parked on the highway. A lady had tripped up over an electric cable trailing across the pavement to a caravan on Esk Street. There is also a problem with caravans parking overnight up Skinburness. Cllr. Baty had tackled someone in a caravanette who had been parked on a car park for 3 days despite there being camp sites nearby. RESOLVED THAT enquiries be made into the enforcement of byelaws and who is responsible. More signage required on Skinburness Road for no overnight parking. Youngsters speeding along Solway Street late at night is a problem – letter to be sent to the Police.

**434 Adjournment of Meeting**

There had been no requests to adjourn the meeting from members of the public.

**435 Correspondence**

- a) CALC Circular - April 2013.
  - b) Cumbria County Council - Go Cumbria - Bus Timetable Guide 25 March - 3 November 2013.
  - c) Hospice at Home - Carlisle & North Lakeland - Spring/Summer 2013.
  - d) Clerks & Councils Direct - May 2013 Issue 87.
  - e) Allerdale Borough Council - Strategic Housing Land Availability Assessment Final Report - March 2013. The SHLAA report, the associated 'Discarded Sites' document and a report detailing the changes made following the consultation can be seen at [www.allerdale.gov.uk/shlaa](http://www.allerdale.gov.uk/shlaa)
  - f) Electricity North West - re: underground cable. Email to ascertain who owns land across which the electricity cable from Station Road Industrial estate to the rugby is going to run.
  - g) Cumbria MWLP - Email thanking the Council for the response to the consultation.
  - h) Allerdale Borough Council - re: Grounds maintenance of cemetery. Charles Holmes will be in touch with regard to the standard of grounds maintenance and it was suggested that a meeting take place to discuss the matter further.
  - i) Home Group - re: The Crofts, Silloth. Email from Julie Wills to confirm that the grassed area in the middle of the estate is adopted and therefore comes under the remit of Cumbria County Council.
  - j) United Utilities - re: odour complaint from Caltech. United Utilities are investigating the matter and will reply before 26 April.
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- k) Cumbria County Council Local Committee for Allerdale Local Revenue scheme - Letter enclosing a cheque for £6500 (£5500 for The Space and £1000 for Silloth Youth Club).
- l) Cumbria County Council - re: The Crofts - Copy of an email from David Bell to say they will assess for possible implementation of no waiting at any time restrictions (double yellow lines) as part of the North Allerdale TRO review. CCC does not finance off street parking and suggested that the Town Council approach the housing association with the intention of them funding the initiative. Double yellow lines would cause more problems and the Town Council would not be in favour of this course of action. As part of the TRO the creation of a one way system at the top of Esk Street is also being considered although the County Council are not minded to do it. Residents in Holme Low also want a restriction on HGV's and buses using West Causewayhead Lane. Further letter to be sent to Cumbria Highways (addressed to Dave Harrison) requesting a 20mph speed limit on Criffel Street.
- m) Email from Tim Barker asking for permission for some classic cars to park on the Green on 11 May 2013. The Town Council were circulated with the request and there were no objections.
- n) Email from Andy Robertson re: parking of caravans and trailers. Allerdale would only be able to deal with anything parked on double yellow lines. Police would only get involved if they were causing an obstruction. Law does not require that the caravan/trailer needs to be attached to a taxed vehicle.
- o) Allerdale Borough Council - re: Street naming. Email from Andy Potts with three suggestions for the new houses on Waver Street. The preferred option is Central Terrace due to them being on the site of the former Central garage. The Council were circulated for their comments and confirmed this as the preferred choice.
- p) Allerdale Borough Council - re: Public conveniences. Following various correspondence, email received on 2 May to confirm that repairs are to be carried out to the Criffel Street toilets and also Skinburness, within the next few days.
- q) Email from Andy Robertson re: parking of caravans and trailers. He has looked around the town and identified where they are being parked. The caravan recently parked opposite the Good Companions is to be moved.
- r) pHs Washrooms - Letter asking if the Council wishes to take out a service agreement to provide hand driers in the Criffel Street toilets at a cost of £280.96 p.a. Current agreement with Allerdale has ended. **RESOLVED THAT** the Council retain the hand driers for a year, as they are better than hand towels.
- s) United Utilities - re: odour complaint believed to be coming from Caltech. Engineer investigated the odour problem at Eden Street and Criffel Street. There was a strong animal feed odour present and suggest that Allerdale's Environmental Health Department be contacted. Work was carried out to divert the sewers in Eden Street and Criffel Street and regular flushing programme has helped to alleviate the problem. The problem has not been rectified with the smell of molasses coming from the drains on Eden Street and Criffel Street. **RESOLVED THAT** a letter be sent to Environmental Health to ask for some form of monitoring to be put in place for 6 months. Also contact Joe Broomfield asking him to liaise with the Environmental Health department.
- t) Email from Peter Dowdell regarding the parking of caravans on the Green fronting Skinburness Road, including overnight camping. **RESOLVED THAT** more details be obtained with regard to the Covenant to which Mr Dowdell refers in his letter. Investigations to be made into additional signage and the enforcement of byelaws.
- u) Cumbria Rural Housing Trust - request for information on locally owned charitable homes in the parish. The Town Council are not aware of any in the town.
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- v) Allerdale Borough Council - re: Draft Markets Policy. Draft policy which has been developed in conjunction with the National Association of British Market Authorities (NABMA). Comments requested by 1 July 2013. The town is split on whether they want the market on Criffel Street or not but traffic is better since it was moved away from the Golf Hotel corner. Cllrs. to give their comments to the Clerk.
- w) Allerdale Local Plan (Part 1) - Pre-submission draft consultation commences on 3 May. Plan can be seen at [www.allerdale.gov.uk/localplan](http://www.allerdale.gov.uk/localplan). Comments must be received by 18 June 2013. No comments.
- x) Letter from Angela and Peter Ellwood regarding the maintenance and cutting of shrubs etc on land up Skinburness. RESOLVED THAT the Council await the comments of the Skinburness Residents Association before any further action be taken. Reply to be sent to Mrs Ellwood.

#### 435 Planning Applications

The **Town Council** have approved the following:-

**Ref No:** 2/2013/0224 **Proposal:** Proposed rear extension and alterations to roof structure  
**Location:** 136 Skinburness Road, Silloth **Applicant:** Mr & Mrs Crozier

**Ref No:** 2/2013/0233 **Proposal:** Erection of proposed 2 no. garages **Location:** Rear of Beaconsfield Terrace, Silloth **Applicant:** Mr M. Orchard

**Ref No:** 2/2013/0253 **Proposal:** Replacement of 5 fixed pane windows to ground floor with upvc - resubmission and retrospective **Location:** The Criffel Inn, Criffel Street, Silloth  
**Applicant:** Mr D. Halpin

**Allerdale Borough Council** have approved the following:-

**Ref No:** 2/2013/0111 **Proposal:** Variation of conditions 3,4,5,6 & 9 on planning approval 2/2006/1102 to amend parking layout and revisions to house type C **Location:** 11a West Silloth Motors, Silloth **Applicant:** Mr M. Orchard

There are issues in relation to access with residents on Beaconsfield Terrace but this is civil matter and not something for the Town Council to get involved with.

**Ref No:** 2/2013/0143 **Proposal:** Creation of a balcony **Location:** Larkspur, Eastcote, Skinburness **Applicant:** Mr James Graham

**Cumbria County Council** have approved the following:-

**Ref No:** 2/13/9004 **Proposal:** Proposed control kiosk to house the electrics and controls for an underground wastewater pumping station **Location:** To east of access track, adjacent to, 1 Greenrow Meadows, Silloth **Applicant:** United Utilities

#### 436 Committee Reports

Meeting of the Parks Committee on 22 April 2013 – Awaiting advice from Muncaster Castle as to what can be done in relation to the Rhododendrons. Jason is dealing with the snagging list. BMX track is moving forward. Signage and Town garden being progressed. Public toilets on Criffel Street need to be working. Allerdale have been contacted to ask if the repairs are to be done but if they are not it has been suggested that the Town Council, Parks Committee, STAG, FOG get together and get it done and bill Allerdale for the cost. Allerdale were in touch to say that a contractor would be starting on the work on 3 May, however nothing has been done. Allerdale had promised previously to do them up to a good standard before handing them over. Allerdale to be pushed to get the work done.

- 437 **Licences**  
None
- 438 **Reports from Representatives on Outside Bodies**  
**Primary School:** Progressing well, with some changes in teachers.  
**Joint Advisory Body:** AGM on 7 June, with a full meeting on Thursday. Solway Coast AONB is top for 'value for money' in England.  
**Silloth Tourism Action Group:** Green Day will be taking place on 26 May – biggest free day out in Cumbria and received 17,000 hits on the facebook page. Good website for Silloth Green too.  
**Sea Dyke Charity:** No meeting.  
**Longcake Education Trust:** No report.  
**Solway Community Technology College:** Numbers are down..  
**Sports Hall:** No meeting.  
**The Space:** No meeting.
- 439 **Allerdale & County Council Reports**  
**Allerdale:** Cllr. Jefferson gave a verbal report.  
**County Council:** Cllr. Markley thanked the electorate for voting him back in as County Councillor. They are trying to form an administration within the County as there is no party with a clear majority – Labour 35 seats, Conservative 26, Liberal 17 and Independents 7.
- 440 **Handyman's Report**  
Nothing to report.
- 441 **Town Clerk's Report**  
Annual Town Meeting is on 28 May 2013 at 7.00pm in the Community Hall. Reports are still required from Cllrs. for the Annual Report.
- 442 **Cheque Signatories**  
RESOLVED THAT Cllrs. A.J. Markley, G. Wilkinson & S. Graham are appointed as cheque signatories.
- 443 **Annual Subscriptions**  
RESOLVED THAT the payment of the following annual subscriptions be approved:-  
a) Cumbria Playing Fields Association – affiliation fees of £30.00.  
b) CALC Annual Subscription 2013/14 of £322.00.
- 444 **Requests for Financial Assistance**  
None
- 445 **Payment of Accounts**  
The Clerk produced a register report to 13 May 2013 which provided details of cheque payments and other transactions through the Town Council's current account. The list of cheque payments were approved by the Town Council for payment.
- 446 **Electricity Suppliers**  
RESOLVED THAT the Clerk make any necessary arrangements to change over electricity
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suppliers where possible, with a view to making financial savings. On preliminary enquiries by the Clerk, it may be possible to save up to £1200 p.a. simply by changing electricity suppliers for the Community Hall.

**447 Accounts for the year ended 31 March 2013**

The Council's turnover has been over £1m in the last financial year and the Clerk was thanked for all the work she had done. RESOLVED THAT the Accounts for the Year Ended 31 March 2013 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 2013.

**448 Review the effectiveness of the internal audit**

The Town Council reviewed the effectiveness of the internal audit and were satisfied with the current system, whereby Mr Peter Wilson carries out the annual audit on behalf of the Town Council.

**449 Caravans and Trailers**

Caravans and trailers are parked all around Silloth. The law requires that any trailer or caravan needs to be attached to a taxed vehicle when it is on the Highway. The roads are fast becoming congested in Silloth and it will only be a matter of time before an accident or injury to a person occurs due to blocked/obstructed views.

**450 Sewerage Plant**

RESOLVED THAT the problem regarding the smell from the sewerage plant opposite Yates needs to be reported to United Utilities.

**451 The Space**

Clive has taken it as far as he can. There is funding of £10k from Tony and £5k from the Town Council. Interior of the building to be done in phases but they need a lease drawn up. RESOLVED THAT a meeting be convened with the Space to move things forward. Cllr. I. Baty and D. Wallace are Council representatives on the Space.

**452 The Green Project – Update**

Green Day is taking place on 26 May. A monitoring meeting took place with Jane and Nick from HLF. Community garden is progressing, with Anna getting the community involved. BMX design and construction manual has been obtained from ROSPA. Jason will be liaising with the contractors to progress things. The only potential issue was the reference in the manual to the track's proximity to trees.

**453 Environmental Policy**

RESOLVED THAT the draft environmental policy be adopted by the Town Council which is a necessary requirement of the Green Flag award.

**454 Amounts owing to the Town Council**

RESOLVED THAT a letter be sent to Solway Crafters to request payment of the outstanding amount. Need to know procedure with regard to small claims etc.

**455 CRIFFEL STREET TOILET BLOCK**

Owen Martin and John Cook joined the meeting. Allerdale Borough Council have agreed that

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the toilets would be refurbished before they are handed over to the Town Council. A letter is to be sent from the Town Council tomorrow and Cllr Jefferson will be speaking to Paul Shackley at Allerdale tomorrow. The Town Council do not have the funds to cover any refurbishment works. Mr Cook had obtained a quote from a local tradesman to do the required work which amounted to £4282 plus vat. The Council would need quotes for any sizeable amount. In the meantime, a sign could be put up to say that the toilets are awaiting refurbishment.

Signed..... Date.....

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