

Silloth-on-Solway Town Council
Minutes of a meeting held on 14 May 2012

Present:- Cllrs. I. Baty, A.J. Markley, G. Wilkinson, R.W. Allison, C. Baty, C. Graham, S. Graham, W. Jefferson, M. Snaith & E. Wannop. Also Wendy Jameson (Town Clerk), Anna Malina & Ken Wannop.

082 Introduction to Anna Malina - Community Engagement Officer

Anna Malina, the new Community Engagement Officer was introduced to everyone. She has had a busy 3 weeks, having learnt a lot from Bill and Stuart. She has been organising the opening event on the 20 May. The consultation for the BMX track is being organised and she will probably be in touch with everyone at some point.

083 Election of a Chairman of the Council

Cllr. I. Baty was appointed as Chairman of the Council.

084 Chairman's Declaration of Acceptance of Office

Cllr. Baty signed his Declaration of Acceptance of Office.

085 Apologies

Cllrs. A. Weightman & D. Wallace.

086 Declarations of Interest

Cllr. Markley - re: County Council etc.

Cllr. Wannop - re: Ken.

Cllr. Allison - re: Planning applications.

087 Election of a Deputy Chairman of the Council

Cllr. A.J. Markley was elected as Deputy Chairman of the Council.

088 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

Community Hall - The Space - Cllr. D. Wallace

089 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.

Parks Committee - Cllrs. G. Wilkinson, M. Snaith, W. Jefferson, S. Graham, A.J. Markley & R.W. Allison.

090 **Exclusion of Press & Public**

It was agreed that the press and public should be excluded from the meeting during consideration of items 14 (q) & (x) on the Agenda.

091 **Chairman's Announcements**

The Chairman announced the Grand Opening of The Green on Sunday. Chairman of County Council coming, also Jason Dixey and Ian Payne.

092 **Minutes**

The minutes of the meetings held on 2 and 16 April 2012 were approved by the Town Council and signed by the Chairman as a true record.

093 **Police Report**

PCSO Wiosenski gave a brief report from the Police on incidents of crime since the last meeting. There had been a couple of incidents of damage to motor vehicles, theft of a motor vehicle and anti-social behaviour. Cllr. Jefferson and Snaith had received something from the Licensing committee regarding the Social Club. There had been a disturbance outside the club during an 18th birthday party. Looking at extending their licence to 2am. Noise pollution is the main problem. PCSO Wiosenski to provide more details regarding the incident, to be passed on to Cllrs. Jefferson & Snaith. There have been problems with youngsters gathering outside Spar and Co-op and playing football across the road. Any problems, residents are advised to ring the Police and they will send someone out.

094 **Adjournment of Meeting**

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

095 **Correspondence**

- a) Community Games - A 5 minute guide to community games.
- b) CravenRail - The magazine for SELRAP - the Skipton-East Lancashire Rail Action Partnership - Issue 16 2011/12.
- c) Cumbria County Council - Travel map and Guide 2012.
- d) Cumbria County Council - Local News and Views - Summer 2012.
- e) Clerks & Councils Direct - May 2012.
- f) Solway Community Technology College - re: Skate and BMX Park at Silloth Letter from Jennifer Rowlands expressing support for the Skate and BMX track.
- g) Solway Community Technology College - re: Proposed Sports Hall at Silloth Rugby Club. Letter from Jennifer Rowlands expressing concerns about the proposal and how it could affect the school sports hall. Welcome inclusion in any discussions relating to the development.
- h) Valuation Office - Notice of deletion of an existing 2010 rating list entry - re: Public

conveniences near Pumping Station, The Green, Silloth.

i) DWF LLP merged with Crutes Mounseys LLP earlier this year, with a decision to close the Carlisle office. Members of the private client team are now working in Newcastle but are happy to meet in an office at Carlisle. Documents in secure storage will not be affected by the merger or closure of the Carlisle office.

j) Local Works - re: Sustainable Communities Act - Letter asking for continued support.

k) Hopes Estate Agents - re: Silloth Community Hub - Letter from Hopes Estate Agents to Mr S. Hart, Solway Street, Silloth in support of the plans for the Community Hub.

l) Zurich Municipal - Letter offering to provide the Council with a quote for insurance.

m) Allerdale Borough Council - re: Allerdale Core Strategy & Development Management Plan Documents - Consultation. Letter to confirm the correct contact details in relation to the above consultation.

n) Copy of a letter sent to Cumbria Highways by Mr & Mrs Aird regarding the new bus stop on Hylton Terrace, Silloth. Cllr. Wilkinson had attended a meeting with the Police, Highways etc. Everyone there were happy with the siting of the bus stop. Pensioners wanted a bus stop there which is handy for Fell View and Pennine View etc. The bus stop passes all the laws re: safety aspects etc. Reply to be sent to Mr & Mrs Aird. The bus stop is there due to people asking for it and it was deemed safe to be put there. It will only get used if people wait there to catch the bus.

o) Email from Mrs Carolyne Searle following receipt of the letter regarding the condition of her allotment. See item t) also. It was agreed that both Carolyne and Vicky be asked to come individually, to explain their grievance. A letter went out to a number of allotment holders asking them to tidy up their allotments, following the receipt of a list from Frank and Gordon. After the letters had gone out a further list was provided by Gordon which superceded the first list. Letters to be sent to Carolyne and Vicky to explain.

p) Letter from Maureen Smart enquiring about the possibility of paying to have a seat on the promenade in memory of her husband. There needs to be a policy on the siting of seats. It was agreed to wait until after the opening of The Green and ask them to re-apply at a later date. Matter to be discussed by the Parks committee and a policy decided upon. There are a few memorial seats in storage at the moment.

q) Allerdale Borough Council - re: 10% funding for Tourist Information Centre. Email informing the Council that there will be some invoices arriving dating back to 2007/08 onwards, being the Council's contribution towards the TIC. Dealt with later in the meeting.

r) SELRAP - Letter asking the Council to join other Councils in supporting the re-opening of the Colne to Skipton missing rail link. Letter of support to be sent.

s) Email from Tracey Wood regarding the problem of dog fouling at the allotments. Signs to be put up at the entrances to the allotments asking people to pick up after their dogs.

t) Email from Vicky Hope following receipt of the letter regarding the condition of her allotment. See item o) above.

u) Email from Barry Hope regarding the building waste dumped on West beach at Silloth. Cllr. I. Baty spoke to the Harbourmaster with Brian Irving. The land belongs

to Associated British Ports, as far as Tommy legs lighthouse. The port was getting silted up and nothing could get into the Docks. The concrete was to provide a temporary groin but this should have been explained before it was done. This is not a dedicated right of way to get to the beach. Letter went to Barrow and they have taken action by closing the gate and preventing access to the beach by the public. Reply to be sent to Barry to explain that the matter has already been taken up with Associated British Ports. Over 20 years ago the Dock was dredged and the silt was dumped at the side which turned out to be radioactive.

v) Allerdale Borough Council - re: Development of Allerdale Borough Council Overview and Scrutiny Committee Work Plan. Suggestions requested to be considered. If there is anything to bring up, speak to Cllr. Snaith. Any issues that arise will be referred to Scrutiny Committee, if necessary.

w) Letter from Edward and Shirley Graham of Larkspur, East Cote offering to donate a picnic bench to be placed on the grassed area adjacent to the tarmac car park on the sea front at East Cote. The land in question does not belong to the Town Council. Reply to be sent as per item p) above.

x) Letter from Mr M. Moore asking the Council to reconsider the amount charged to the Solway Crafters for their marquee on the Green. Petition also enclosed in support of the belief that Solway Crafters Craft Fairs benefit the town of Silloth. Discussed later in the meeting.

096 Planning Applications

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

Ref No: 2/2012/0192 **Proposal:** Change of use from vacant bank (A2) to veterinary branch practice (sui gene **Location:** Former HSBC, Station Road, Silloth **Applicant:** Mr Tom Henderson

Ref No: 2/2012/0254 **Proposal:** Installation of ERA Solar Mono-Crystalline pv panels on roof **Location:** Silloth RUFC, Old Marshalling Yard, Silloth **Applicant:** Mr Andrew Wren, Stobbarts Ltd.

Ref No: 2/2012/0287 **Proposal:** Variation of condition 2 of planning approval 2/2010/0227 to allow alterations to materials, floor plans and elevations **Location:** Former West Silloth Motors **Applicant:** Mr Mark Orchard

Ref No: 2/2012/0208 **Proposal:** Dormer extension to rear roof **Location:** Creek Cottage, Skinburness, Silloth **Applicant:** Ms V. Russell

Ref No: 2/2012/0202 **Proposal:** Installation of solar panel modules **Location:** Fletchers Aircraft Hangar, The Airfield, Silloth **Applicant:** Mr Andrew Wren, Stobbarts Ltd

Ref No: 2/2012/0221 **Proposal:** Installation of refrigeration plant and 2 air conditioning units to rear. Removal of existing wall mounted air conditioning units and new palisade fencing. Installation of roller shutter to front and security bollards **Location:** Co-operative Food Store, Caldew Street, Silloth **Applicant:** Mr Matthew Adley, Johnson Construction Ltd

Ref No: 2/2012/0234 **Proposal:** Extension to provide utility room, shower room and bay window **Location:** Greenrigg, Wigton Road, Silloth **Applicant:** Mr David Johnston

b) **Allerdale Borough Council** have approved the following:-
Ref No: 2/2012/0099 **Proposal:** Proposed rear extension to form utility and toilet
Location: 15 Caldew Street, Silloth **Applicant:** Mr John Cook
Ref No: 2/2012/0104 **Proposal:** Erection of extension **Location:** Holly Cottage, Blitterlees, Silloth **Applicant:** Mr Frank Daly
Ref No: 2/2012/0080 **Proposal:** Outline application for single storey dwelling.
Resubmission of application 2/2011/0791 **Location:** Land to rear 158 Skinburness Road, Silloth **Applicant:** Messrs Bennet/Hinde/Gill

097 **Committee Reports**

No reports.

098 **Licences**

None.

099 **Reports from Representatives on Outside Bodies**

Primary School There is a meeting tomorrow night.

Joint Advisory Body There was a full meeting on Friday which was well attended. Work is progressing. Agreement with County Council and Allerdale. Letter received from Lottery Funds re: £3.2m which is good for Silloth. Cycleway is moving forward and the route has been agreed.

Silloth Tourism Action Group Meeting fortnightly. Jubilee plans - full timetable of activities. An application was put in for the event and a plan will follow shortly.

Silloth Regeneration Partnership No report.

Sea Dyke Charity No report.

Longcake Education Trust No meeting.

Solway Community Technology College Library will be moving. Agreement will be through Cabinet in June.

Sports Hall No report.

The Space - Silloth Community Hall No report.

100 **Allerdale & County Council Reports**

Allerdale - There is no-where to have a meeting in Workington. Members of the public have a right to bring things to Scrutiny.

The second management plan has been written up for the AONB. This is a partnership plan. They want Allerdale to be involved but on AONB terms.

County Council - The Space need a letter from the Town Council to say that the Town Council are willing to work in partnership with them which will help free up funding. New gritting policies will starting this year, with new ways of doing things. The new Carlisle bypass is registering 10,000 users per day which is therefore helping Carlisle. New bridge at Workington is progressing. Meeting with regard to the Coastal way footpath. Consultation underway. Road into Crofts is being sorted out and work will be underway next week. MRWs is going ahead. There will be an executive decision of the Cabinet in October but it will be debated in Council before the Cabinet decision.

101 **Handyman's Report**

Grounds maintenance team have been busy doing general maintenance and will be planting the flowerbeds in the next couple of weeks. A different type of lawn mower may be needed for the new putting green.

102 Town Clerk's Report

Reports needed a.s.a.p. for the Annual town report.

103 Cheque Signatories

It was agreed to leave the cheque signatories as they are, with Cllrs. Wilkinson, Markley and Snaith authorised to sign cheques.

104 Requests for Financial Assistance

The Council considered requests for financial assistance. John Haywood, from Silloth Tourism Action Group attended the meeting and informed the Council that STAG had been successful in obtaining sufficient funding for the Jubilee event and would like to withdraw their application. There was £2000 included in the budget for Tourism and it was agreed to give £750 each, towards the Silloth Vintage Rally and the Silloth Carnival Committee

Letter to be sent to organisers of events on The Green to inform them that following the work on The Green, there are to be no vehicles driven over the footpaths. Access to the Green can be via Criffel Street, next to the toilet block.

105 Payment of Accounts

The Clerk produced register reports to 2 April and 14 May which provided details of cheque payments and other transactions through the Town Council's current account. The lists of cheque payments were approved by the Town Council for payment.

106 Accounts for the Year Ended 31 March 2012

Item to be deferred until the next Council meeting.

107 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.

108 Applications for events

There had been no further applications for events on The Green.

109 The Green Project - Update on progress

Anna has been organising the Grand Opening event for The Green. Various activities have been arranged for kids from 2.00pm. Also meeting at Golf Hotel at 1.00pm prior to the opening. There was an issue with the ongoing cost of leaving the fencing up and the opening needed to be arranged before the Jubilee event, so therefore the opening event was organised. It will be the best that could be done in the time available. Invites have been sent out. Currently looking to see where the budget is now and trying to keep something back so that the BMX track can go ahead. Bulbs are to be planted around

Rose garden and at the mound. May need an article to tell people how much has been spent and encourage them to take ownership. Insurance needs looked at as soon as possible. There is a budget in there for interpretation which needs to be looked at. Finger post signs are to be done. Millennium Cairn has been sited on the seafront towards the entrance to the Docks.

110 Silloth Community/Sports Hub

It was agreed to leave the consideration of the proposal for the Silloth Community/Sports Hub to the next Town Council meeting.

111 Silloth Community Hall

Following the ongoing work done to the exterior of the building, there are some aspects of the interior which require immediate attention, prior to the start of the full refurbishment. The toilets need sorted as a priority and it was agreed that they be painted and general repairs carried out. Meeting needs to be arranged with The Space.

112 Mobile Phones

The Town Council considered the provision of mobile phones to Town Council staff, in view of the implications of lone working. At the moment staff are using their own phones. Ken and the Clerk were happy with current arrangements and will continue to use their own phones. Basic mobile phone to be obtained for Anna. Printer also to be sorted out.

No members of the press or public were present during discussion of the following items of business.

113 Tourist Information Centre

An email was received informing the Council that there will be some invoices arriving dating back to 2007/08 onwards, being the Council's 10% contribution towards the TIC. The invoices amount to over £9000. These invoices have not been budgeted for, as it is some years since the Town Council received a bill. Therefore, for the Council to pay these there will have to be a request for additional budget to cover the bills. Letter to be sent to Allerdale Borough Council.

114 Solway Crafters

A letter had been received from Mal Moore asking the Council to re-consider the charges made for the marquee on The Green. Cllr. Graham and Snaith had spoken to Mr Moore and other crafters. If the amount charged is not reduced they will not be able to come to Silloth. It costs £700 to hire the marquee. A lot of signatures had been collected from people who support the Solway Crafters and feel they benefit the town. After some consideration, it was agreed that a new charge of £100 would be made for each event. The rent for the last two events is to be charged at the previously agreed rate and will need to be paid for, together with rent for the Jubilee event prior to the event taking place. Mr Moore will also need to agree with STAG where the marquee is to go prior to the event.

115 **Amounts owing to the Town Council**
Nothing of any concern.

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