

SILLOTH-ON-SOLWAY TOWN COUNCIL

Town Clerk: Wendy Jameson FMAAT
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27 June 2017

Dear Councillor

You are summoned to attend a meeting of Silloth-on-Solway Town Council which is to be held on Monday 3 July 2017 in the Community Hall, Petteril Street, Silloth commencing at 7.00pm. Please let me know if you are unable to attend.

Yours sincerely



Town Clerk

- 1. Apologies**
To receive and record with a reason, any apologies for absence.
- 2. Declarations of Interest**
To receive declarations of members' interests in respect of items on this agenda.
- 3. Exclusion of Press & Public**
To consider whether any items on the Agenda should be considered without the presence of the press and public, on the grounds of confidentiality, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 1(2).
- 4. Chairman's Announcements**
To receive announcements by the Chairman
- 5. Minutes**
To approve the minutes of the meetings held on the 5 June 2017 and 12 June 2017, as a true record.
- 6. Police Report**
To receive a report from the Police on incidents of crime since the last meeting.
- 7. Solway Community School -**
To receive an update from Judith Schaffer about the school and collaboration with Beacon Hill school.
- 8. Public Participation**
Members of the public are invited to speak for a maximum of 3 minutes each. The maximum total time for public participation will be 15 minutes. At the close of this item, members of the public will no longer be permitted to address the Council Members unless invited to do so by the Chairman.
- 9. Schedule of Correspondence, notices and publications**
To receive a schedule of correspondence, notices and publications received since the last meeting and to note items highlighted bold requiring action.

Publications & magazines etc.

- a) Tidelines – Issue 46 – Spring/Summer 2017
- b) Local Council Review magazine – Summer 2017
- c) CALC Circular – June 2017.
- d) Great North Air Ambulance e-news issue 17 June 2017

For Information

- e) Solway Community School – Letter expressing concerns over a potential safeguarding issue in relation to activities on the Green.
- f) CALC - Notes from the 3 tier meeting held at Allhallows community centre on 11 May 2017.
- g) CALC - Invite from Maria Ulyart, Flood Resilience Adviser with the Environment Agency to discuss flood risk management for Cumbria. Dates of various drop-in sessions. Wednesday 28th June between 3pm to 8pm in The Skiddaw Hotel, Keswick – Covers all flooded communities in the Upper Derwent and West Cumbria Catchment (includes Braithwaite, Keswick, Flimby, Maryport and Wigton). Friday 30th June between 3pm to 8pm at Christ Church, Cockermouth - Covers flooded communities in the Lower Derwent and West Cumbria Catchment (includes Cockermouth, Workington, Flimby, Maryport and Wigton).
- h) CALC Satisfaction survey 2017 – Deadline for responses 4 August 2017.
- i) Electoral Review of Allerdale: Final Recommendations. The commission have completed its review of Allerdale and the report and summary of recommendations can be viewed at www.lgbce.org.uk. Map can be viewed at <http://consultation.lgbce.org.uk/>
- j) Action with Communities in Cumbria – Household Emergency Planning – Copy of the new Household Emergency Plan leaflet etc
- k) Harvest Park Deed of Variation – Amendments are to be made regarding typographical errors. Mr Fleming has requested instruction from the Planning team regarding the lighting being reflected in the plan. He will respond in due course to the queries raised and an amended version of the Deed will be sent for approval.
- l) Email from Sgt. Gillian Atkinson pleased to hear that positive action has been taken in relation to the camp/den and asking David Thompson for his input in relation to the siting of a container type shelter.
- m) Zurich Insurance – Confirmation that the new shelter has been added to the Council’s policy.
- n) CALC – Copy of press release highlighting the West North and East Cumbria Success Regime programme coming to an end.
- o) Harvest Park – Boarding under the bridge etc - Email from Matthew Daniels to confirm that the boarding under the bridge will be removed.
- p) Hags SMP – re: Multi Use sports area – Email to confirm that Mark Gornall will be in touch on his return from holiday to arrange a date for a meeting.

For Action

- q) Solway Community School – Awards evening 27 September 2017.
- r) Email from Allerdale regarding a complaint received regarding the container installed near the Rugby ground.
- s) Email from Clive Firth with an update on progress regarding the memorial plaque and seeking clarification on a couple of points.
- t) Email from a resident of Bridge View expressing concerns about the siting of the shipping container between the Rugby pitch & Football pitch and the activities of youngsters using it.
- u) Email expressing concerns about the type of cladding used in the Crofts estate and requesting that a letter be sent to Home Housing.
- v) Ragnarock 4 – Email regarding Ragnarock 4 and activities having taken place after the event.

10. Planning Applications

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

Ref No: HOU/2017/0109 **Proposal:** Extension and alteration to dwelling **Location:** Tomarobandy, Blitterlees, Silloth **Applicant:** Mr S. Bell

Allerdale Borough Council has approved the following:-

Ref No: 2/2016/0759 **Proposal:** Outline application for 4 residential dwellings with access **Location:** Land adjacent to Lycaon, Blitterlees, Silloth **Applicant:** Mr & Mrs D & E Montgomerie

Ref No: HOU/2017/0109 **Proposal:** Extension and alteration to dwelling **Location:** Tomarobandy, Blitterlees, Silloth **Applicant:** Mr S. Bell

Ref No: 2/2016/0688 **Proposal:** Outline application for residential development of 9 dwellings (resubmission of application 2/2016/0018) **Location:** Chichester Hall, Dicktrod Lane, Skinburness, Silloth **Applicant:** Mr C Root

Allerdale Borough Council has refused the following:-

Ref No: 2/2017/0030 **Proposal:** Retrospective application for replacement windows and installation of 2 roof lights **Location:** 12A Criffel Street, Silloth **Applicant:** Mr F. Halkett

11. Committee Reports

To consider the minutes of the following meetings and the recommendations made:-

12. Licences

13. Reports from Representatives on Outside Bodies

a) Primary School b) Joint Advisory Body c) Silloth Tourism Action Group d) Sea Dyke Charity e) Longcake Education Trust f) Solway Community Technology College g) Sports Hall h) Friends of the Green i) Sports Association j) Silloth Coastal Community Team k) Silloth in Bloom

14. Borough Councillor and County Councillors' Reports

To receive reports from Allerdale and County Councillors.

15. Park Manager's Report

To receive a report from the Parks Manager for information and/or determine action as appropriate.

16. Town Clerk's Report

To receive a report from the Town Clerk in relation to matters currently being dealt with and notify the Council of any important dates of interest.

17. Payment of Accounts

To authorise the payment of Accounts listed in the attached schedule.

18. Applications for financial assistance

- a) Solway Community School – re: Cycle event
- b) Friday Night Club
- c) Solway Plain Team Magazine

19. Budget 2017/18

To receive a report comparing the actual expenditure to date with the budget for 2017/18.

20. Memorial Bench

To consider an Application for a Memorial Bench received from Mr Neil Hickey.

21. Applications for events

- a) To consider applications received for events to be held on Town Council property
 - (i) James Richards Circus
- b) To receive an update from the Clerk on paperwork submitted by event organisers and any action required as a result.

22. Policies and Procedures

To consider adopting the following:-

- a) Press and media policy
- b) Protocol on the recording and filming of Council and Committee meetings
- c) Mobile phone Policy
- d) Annual Leave Policy

23. CALC Training

That this Council undertakes a 'Good Councillor' training session with CALC and to cover other relevant topics of specific interest to the Council.

24. Youth Shelter

To receive an update and consider what action is required following recent complaints received.

25. Town Plan

Following a discussion at the Annual Town Meeting in May, to consider the formulation of a Town Plan and how to proceed.

26. All Weather Area

Following the meeting on 12 June, to receive an update and consider any action required as a result.

27. Councillors' reports and items for future agenda

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making

28. Sports Club Leases

- a) To receive an update.
- b) To authorise the signing of the lease between the Town Council and the Football Club.

29. Public Conveniences

To review current arrangements for the cleaning of the Public Conveniences.

30. Staff Hours

To review current staffing arrangements and hours worked etc

31. Amounts owing to the Town Council

To receive an update from the Clerk on any amounts owing to the Council and consider any action required as a result.