

SILLOTH-ON-SOLWAY TOWN COUNCIL

Town Clerk: Wendy Jameson FMAAT
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29 August 2017

Dear Councillor

You are summoned to attend a meeting of Silloth-on-Solway Town Council which is to be held on Monday 4 September 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 3 July 2017 and 14 August 2017 as a true record.
- 6. Police Report**
To receive a report from the Police on incidents of crime since the last meeting.
- 7. 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.
- 8. 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) Clerks & Councils Direct – July 2017 – Issue 112.
- b) CALC Circular – July/August 2017.
- c) Great North Air ambulance e-news issue 18 July 2017.
- d) Great North Air ambulance e-news issue 19 August 2017.

For Information

- e) Action with Communities in Cumbria – Household Emergency Planning – Copy of the new Household Emergency Plan leaflet etc.
- f) CALC - Email from Maria Ulliyart, Flood Resilience Adviser with the Environment Agency regarding flood risk management for Cumbria. Dates of various drop-in sessions.
- g) Electricity North West – re: Proposed Electricity Reinforcement Works in Silloth – Unable to confirm when work will go ahead as still waiting for some consents for a different part of the project to complete. Hope to begin in September/October but will make contact nearer the time.
- h) Cockermouth Emergency Response Group – Volunteer event on 15 July at The Hub, Market Place, Cockermouth.
- i) Solway Plain Team Magazine – Letter of thanks for the donation.
- j) Cycle the Solway – Charity fundraising cycle event in aid of Eden Valley Hospice will take place on Sun 23 July between 9.30am and 4pm.
- k) NALC – Update LTN 54 – Protection of ownerless Common Land and Village Greens
- l) CALC – Copy of press release highlighting the West North and East Cumbria Success Regime programme coming to an end.
- m) Email from Colin Baty requesting that the vegetation on the bank at the bridge end of the Football pitch be cut down.
- n) Cumbria Minerals & Waste Local Plan - Inspector's Report is available to view at:- http://www.cumbria.gov.uk/planning-environment/policy/minerals_waste/MWLP/MainMods.asp It is expected that the Local Plan will be formally adopted on 19 October 2017.
- o) Allerdale Borough Council – Temporary Road Closure Order Silloth Carnival 2017 – Copy of application seeking a response from the Council.
- p) CALC – Allerdale September 2017 3 Tier Meeting – Allerdale district of CALC annual meeting will be held on 19 September at Cockermouth Town Hall at 7.00pm.
- q) NALC – Legal Briefing L03-17 - General Data Protection Regulations.
- r) Allerdale Borough Council – Application for Street Trading Consent by Mr Montgomery on 28 August has been refused by Licensing Panel.
- s) Keep Britain Tidy – Silloth Green has successfully achieved a Green Flag Award for 2017.
- t) CCC – Information about Suicide Alertness – Living Matters Training on 7th, 13th & 18th September and 2nd October from 1pm – 4pm.
- u) Allerdale Borough Council – Temporary Road Closure Order Silloth Carnival 2017 has been granted. Copy of the signed and sealed notice attached.
- v) CALC – Big Lottery Fund – Awards for All – Copy of letter regarding improvements in the process of applying for Big Lottery Fund grants.
- w) Silloth RUFC – Email to make it clear that views expressed by Mr Malcolm Wilson were his own personal opinions and not those of the Club. Mr Wilson did not have the authority to make any statements on behalf of the Club.
- x) Keep Britain Tidy – Government has confirmed that Keep Britain Tidy will be running the Green Flag Award scheme until 2022.

For Action

- y) Soldiers in Silloth – Request for the Toy Soldier Museum to be included on the information panels on the Green.
- z) Letter from C Briggs regarding the condition of Causewayhead cemetery.

- aa) Cumbria County Council's Design Guide is used to determine planning applications. Consultation closes on 4 September.
- bb) Public consultation survey from Office of the Police & Crime Commissioner and Cumbria Constabulary which closes on 31st August.
- cc) Email from S Hart – The football club would like to put a container next to the rugbys two as changing facilities are full and ask if the Council would consider selling the tin bin if it is surplus to requirements
- dd) Music & Ale Festival - Email from S Hart asking if the Council would consider lending two park benches to the festival food garden from 5th-10th September.

9. Planning Applications

Allerdale Borough Council has approved the following:

Ref No: HOU/2017/0137 **Applicant:** Mrs Sian Horsley **Proposal:** Single storey rear kitchen extension

Location: 45 Caldew Street, Silloth

10. Committee Reports

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

11. Licences

12. 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

13. Borough Councillor and County Councillors' Reports

To receive reports from Allerdale and County Councillors.

14. Park Manager's Report

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

15. 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.

16. Payment of Accounts

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

17. Applications for financial assistance

18. Applications for events

To consider applications received for events to be held on Town Council property

- a) 9/10 June 2018 – Silloth Vintage Rally
- b) 22/24 June 2018 – Ragnarock Rally 5
- c) 11/12 August 2018 – Pirate & Princess Day
- d) 13/27 August 2018 - Circus

19. 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

20. Allerdale £10k Funding

To consider projects to utilise the £10k funding from Allerdale for 2017/18.

21. Youth Shelter

To discuss future plans in relation to the Youth shelter and alternative sites.

22. Town Plan/Town Team

Following the excellent job done in getting the town ready for Cumbria in Bloom and Britain in Bloom, we need to use this as a platform to the standard of the town year on year. To discuss if this is possible as there has been nothing but positive comments on how the town looks from locals and visitors. (M. Orchard)

23. 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

24. Sports Club Leases

To receive an update and consider any action required as a result.

25. Charging on the Green

To review the charges for the use of the Green.

26. Public Conveniences

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

27. Staff Hours

To review current staffing arrangements and hours worked etc

28. Estimates

To consider estimates received for rubber safety surfacing for the Eden Street play area.

29. Claims against the Council

To receive an update

30. 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.