

**Silloth-on-Solway Town Council**

**Minutes of a meeting held on Monday 2 June 2014 at 7.00pm at Silloth Community Hall**

**Present**

Cllr. A.J. Markley (AJM) – Chairman

**Councillors**

G. Wilkinson (GW)

S. Graham (SG)

A. Emmerson (AE)

J. Baxter (JB)

M. Orchard (MO)

I. Baty (IB)

Also present: Wendy Jameson – Town Clerk (WEJ), Anna Malina - Community Engagement Officer (AM) & Ken Wannop - Park Manager (KJW).

827	<b>Apologies for Absence</b> Cllrs. D. Wallace & C. Graham.	
828	<b>Co-option</b> <b>RESOLVED</b> that following receipt of a letter from Chrisy Baty resigning from the Council, co-option would be left until the July meeting when both vacancies would be filled at the same time	
829	<b>Declaration of Interest</b> Cllr. A.J. Markley – re: Markley Transport, Carrs Coaches, County Council etc. Cllr. A. Emmerson – re: STAG & schools. Cllr. J. Baxter – re: Silloth Rugby Club & Sports Hall. Cllr. M. Orchard – re: Silloth Rugby Club.	
830	<b>Exclusion of Press &amp; Public</b> <b>RESOLVED</b> that the public be excluded for items 24, 25, 26, 27 & 28 on the Agenda.	
831	<b>Chairman's Announcements</b> The Chairman has attended the following:- <ul style="list-style-type: none"><li>• Meeting at Maryport with Tony Cunningham regarding the sea defences. A sub committee has been set up to progress the matter.</li><li>• Hundith Hill where Len Davies was elected as new Mayor for Allerdale.</li><li>• Opening of the Community Garden and Green Day which was well attended. The garden is excellent, along with the Storytelling chair.</li></ul> <b>RESOLVED</b> that a letter of thanks to be sent to the Solway Woodcarvers for all the work they have done on the new Story telling chair for the Community Garden and the refurbishment of the Dock sign. Letter also to be sent to Friends of the Green for all their work on the Community Garden and organising Silloth Green Day.  A trailer has been purchased, a lawn mower and some harrows which will be funded through HLF funding. The Town meeting was well attended last week, with some good questions raised. There have been a lot of complaints about the grass cutting but it is important to find out who is responsible for what. The Town Council have the staff and equipment to do the work but would not be getting paid to do it. Some areas will need a rotary cutting machine with a box on the back to do it. It was questioned whether a petition is needed around the shops to get the community involved which is something STAG could assist with.	
832	<b>Minutes</b> <b>RESOLVED</b> that after a minor amendment, the minutes of the meeting held on the 12 May 2014 be confirmed as a true record and signed by the Chairman.	

833	<p><b>Police Report</b> No report.</p>	
834	<p><b>Silloth Green</b> <b>CEO Report</b> - Anna Malina provided a detailed report on what has been done. It may be necessary to look at the future development of the town as a visitor attraction. Anna's job has developed and she is not just working on things relating to Silloth Green. She is seeking backing from the Council for her to provide support for the Airfield Project. The Airfield is not technically part of the town but it is an important part of the history of Silloth.</p> <p><b>Signage</b> - Signage was installed on 21/22 May and went up in time for Silloth Green Day. The finger posts have had to be changed, as they didn't rotate to point in the relevant directions. They will also be supplying grommets for the notice boards and a support rod for the Town Council notice board. There has been good feedback.</p> <p><b>Community Garden</b> - Moota has done all the planting up of the Community Garden with a lot of help from kids from the schools and the nursery etc who adopted plants. There was a good report on Border TV. There are various photos on the Silloth Green website. The Story Telling chair was moved to the garden with help from Ken and the lads. The Garden opening went well, with a lot of photos taken. Anna has contacted Royal Horticultural Society and the Community Garden is nominated for an "It's your neighbourhood" award. There may be a story appearing in the Grassroots magazine. Joe Broomfield has put the town in for an award as a coastal town. There are concerns about the stones in the garden which could be secured with some sort of resin. The supports for the new trees are also a bit flimsy, especially considering the wind. Anna to speak to Moota. Green Day was organised by Friends of the Green and was reported on in the Press and on Radio Cumbria. The Friends group have taken responsibility for the event and did most of the organisation. <b>RESOLVED</b> that 2 additional seats be purchased for the community garden of the same design as the other seating on the Green, at a cost of £1084 (plus £118 delivery), along with two bins.</p> <p><b>FLAG</b> - Anna was happy to continue with the application for funding but STAG have decided to abandon the project.</p> <p><b>Airfield Project</b> - A marquee was set up at Green Day and various people have come forward with sources of information and have offered to do interviews etc. STAG will be visiting the Solway Aviation museum. Video training will be taking place which could also be utilised in producing a video for the Green. There has been a lot of promotion of Silloth in the Press, to do with the Community Garden, Green Day, Story Telling chair etc. Silloth has been well covered by the news. Radio Cumbria were also in the town today and did various interviews.</p> <p><b>Training</b> - £14,241 was included in the HLF bid for training, of which only £2841 has been spent. The Clerk has looked at the training plan and various courses were identified as relevant for the grounds maintenance team. Staff Training Needs Analysis forms have been completed to identify which courses would be relevant and necessary which include the following:- ROSPA playground inspection, Risk Assessment and Hazard Management, Lantra Chainsaw, Use of Pesticides, Use of Strimmers and plant hire training. <b>RESOLVED</b> that the necessary courses be arranged and progress be made.</p> <p>Anna Malina left the meeting.</p>	<p>AM</p> <p>WEJ</p> <p>WEJ</p>
835	<p><b>Adjournment of Meeting</b> There had been no prior requests from members of the public to speak at the meeting.</p>	

836	<p><b>Schedule of Correspondence, Notices and Publications</b>  <b>RESOLVED</b> that the schedule of correspondence, notices and publications be noted and that the following actions be carried out:-</p> <ul style="list-style-type: none"> <li>• Email from Amy Hoodless expressing concerns about the standard of grass cutting, particularly on Esk Street. Grass cutting was discussed earlier in the meeting. Reply to be sent to Amy with an update.</li> <li>• Emails from Jimmy Lettice expressing his concerns about the over usage of events on the Green and the imminent closure of another pub/club/music venue. Events on the Green bring people into the town and shouldn't affect trade in the pubs. The Council understands Mr Lettice's opinion. One of the busiest days of the year in the pubs is Carnival Day. Clerk to reply.</li> <li>• Allerdale Borough Council – re: Dog Control Orders. Letter providing details of proposed dog control orders and seeking the Council's comments. The Town Council could employ an enforcement officer and it was agreed to look at this at a future meeting. Letter to be sent to Allerdale to request that play areas in Silloth be included in the Dog Control order. Eden Street Play area, Woodland play area and BMX track – No dogs allowed. Water Splash park – Dogs to be kept on leads.</li> </ul>	WEJ  WEJ  WEJ
837	<p><b>Planning Applications</b>  The <b>Town Council</b> have approved the following:-  <b>Ref No:</b> 2/2014/0258 <b>Proposal:</b> Advertisement consent 2 x internally illuminated fascia signs and 1 x internally illuminated projector sign <b>Location:</b> Co-operative Retail Services Ltd, Caldew Street, Silloth <b>Applicant:</b> Food Programme Delivery Orchid Group</p> <p><b>Allerdale Borough Council</b> approved the following:-  <b>Ref No:</b> 2/2014/0258 <b>Proposal:</b> Advertisement consent 2 x internally illuminated fascia signs and 1 x internally illuminated projector sign <b>Location:</b> Co-operative Retail Services Ltd, Caldew Street, Silloth <b>Applicant:</b> Food Programme Delivery Orchid Group</p> <p><b>Ref No:</b> 2/2014/0223 <b>Proposal:</b> Pitched roof over existing front bay window incorporating front door <b>Location:</b> 25 Waver Street, Silloth <b>Applicant:</b> Mrs N Blair</p> <p><b>RESOLVED</b> that a letter of objection be sent in relation to the following application:-  <b>Ref No:</b> 2/2014/0294 <b>Applicant:</b> Mr D.J. Harrison <b>Proposal:</b> Erection of a 500kW wind turbine of 67m to blade tip and associated infrastructure <b>Location:</b> Dundraw Farm, Dundraw, Wigton</p>	WEJ
838	<p><b>Committee Reports</b>  <b>RESOLVED</b> that minutes of a site meeting of the Allotments Committee held on 15 May 2014 were noted.</p>	
839	<p><b>Licences</b>  None</p>	
840	<p><b>Reports from Representatives on Outside Bodies</b>  <b>RESOLVED</b> that verbal reports received from Representatives on Outside bodies be noted.</p>	
841	<p><b>Allerdale &amp; County Council Reports</b>  <b>Allerdale:</b> No report. Currently doing a Scrutiny report on the provision of street lights.</p>	

	<p><b>County Council:</b> There are plans to create a footpath link between Gretna and Allonby which will be done by Natural England. Cllr. Markley will keep the Council informed. On street parking is going through Cabinet at the moment but there are a lot of people against it. A pilot scheme will be running in Maryport, Workington, Cockermouth etc and it may be affect other towns eventually. It is seen as a revenue steam. Cllr. Markley is chairman of IFCA, who are currently buying a new patrol boat to catch illegal shrimpers. Budget is a big thing at the moment and County have discovered an underspend of £40m</p>	
842	<p><b>Park Manager's Report</b> Ken provided a report on work done over the last month which included grass cutting, weed spraying, maintenance of memorial benches etc. Fitted a new pump to the Splash Pad. Planted flowers and put in extra soil and manure. Community Garden has also been regularly watered. The tennis courts have been sprayed to get rid of moss and a drive motor has been fitted to the sit on grass mower.</p>	
843	<p><b>Maintenance of sports pitches</b> Advice was obtained from Horsleys at Abbeytown regarding the maintenance work required to the sports pitches. <b>RESOLVED</b> that the Town Council are happy to do the proposed work as long as the clubs conform to the pitches having a rest period, as stipulated by the contractor.</p>	
844	<p><b>Town Clerk's Report</b> The Town Clerk provided a detailed report of work done since the last meeting.</p>	
845	<p><b>Payment of Accounts</b> <b>RESOLVED</b> that the payments listed in the register report to 2 June 2014 be approved for payment.</p>	
846	<p><b>Application for financial assistance</b> <b>RESOLVED</b> that no contribution be provided to Silloth Music Festivals Ltd for the purchase of Heras Safety Fencing, as there are no funds available this year.</p>	WEJ
847	<p><b>Applications for event</b> <b>RESOLVED</b> that permission would not be granted to Mark Collin to sell Crackling Roast on Silloth Green on any Sunday and Bank Holiday Mondays, as food concessions would normally be put out to tender and therefore allowing everyone an opportunity to apply.</p>	WEJ
848	<p><b>New Street</b> <b>RESOLVED</b> that if the residents get together as a group of people and contributed so much money to fund it themselves, then maybe the Council could work with them to get the road into New Street upgraded, as it is currently an up-adopted roadway.</p>	WEJ
	<p><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></p>	
849	<p><b>Ice Cream Concessions</b> Mr Tinnion requested that the Council reverse its decision in May and allow him to trade from land at North House. Mr Tinnion stated that he is not on the car park but is on the maintenance road and the land in question is outside the jurisdiction of the Town Council. The land is leased from Allerdale and the Town Council are now responsible for the issuing of ice cream concessions. Despite a number of</p>	

	<p>letters Mr Tinnion has failed to provide a copy of his public liability insurance.</p> <p><b>RESOLVED</b> that a further letter be sent to Mr Tinnion asking for a copy of his public liability insurance and food hygiene certificate to be provided within 14 days and making it clear that his pitch is on the car park opposite the Lido entrance and not on land next to North House.</p>	WEJ
850	<p><b>Border Signs &amp; Design</b></p> <p>Invoices amounting to £14,562 in total + VAT have been received for signage on the Green, whereas the price quoted and agreed in January was £13,355 + VAT. The basic difference between £14,562 and the original quotation is due to the cost of a lecturn being missed off the total price quoted and an additional sign for the putting green which was not on the original specification. When the signage arrived there had been a mistake with the finger post signs and issues with the notice boards. The Clerk has been asked about payment before any of the signage was installed and the terms state "Payment on completion" and has therefore not paid the bill until everything is sorted out.</p> <p><b>RESOLVED</b> that it is acceptable for the Town Council to pay £13,355 + VAT which is the price they were quoted and subsequently accepted for the signage, together with £197 + VAT for the Putting Green sign which was an addition to the original specification. i.e. £13,355 + £197 + VAT £2,710.40 = Total £16,262.40. Clerk to liaise with Border Signs and Graphics, once all the signage has been installed.</p>	WEJ
851	<p><b>Community Asset Transfer</b></p> <p>A copy of Cumbria County Council's policy and guidance document in relation to Community Asset Transfers has been received. An Expression of Interest would need to be submitted, to pursue a Community Asset Transfer on a piece of land which is currently leased to the Town Council at the Sports ground. There would also need to be policies in place and a detailed business case developed.</p> <p><b>RESOLVED</b> that an Expression of Interest be submitted to Cumbria County Council in respect of the land at the Sports ground and the Clerk attend a business planning course at Gilpin Bridge on 24 June at a cost of £39.50 which would assist with the process of putting together a Council business plan.</p>	WEJ
852	<p><b>National Employment Savings Trust and Auto Enrolment</b></p> <p>Information was received from Michael Davies Financial Advisors regarding the future auto-enrolment of employees into the NEST Workplace pension. The Clerk has ascertained that the staging date is 1 April 2017, when auto-enrolment will affect the Town Council's pension scheme. The Town Council currently contribute 5% and staff contribute 5% into the existing pension scheme.</p> <p><b>RESOLVED</b> that the Clerk find out whether the Town Council's pension scheme is a 'qualifying scheme' and obtain the necessary pension illustrations.</p>	WEJ
853	<p><b>Putting Green &amp; Deckchairs</b></p> <p>The Kandy Shop have expressed an interest in taking it on but would want to sell sweets and refreshments from the shed along with running the facilities. They were going to send an email detailing their proposal but nothing has been received as yet</p>	
854	<p><b>Amounts owing to the Town Council</b></p> <p>A cheque has been received from Rayner Fletcher for the outstanding rent.</p>	

Signed.....

Date.....