

Silloth-on-Solway Town Council
Minutes of a meeting held on Monday 6 July 2015 at 7.00pm at Silloth Community Hall

Present Cllr. A.J. Markley (AJM) – Chairman

Councillors

W. Jefferson (WJ), I. Baty (IB), J. Cook (JC), A. Emmerson (AE), C. Graham (CG), D. Graham (DG), S. Graham (SG), O. Martin (OM), D.M. Pattinson (DMP) & G. Wilkinson (GW).

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

248	Apologies Cllr. M. Orchard.	
249	Declaration of Interest Cllr. A.J. Markley – re: Markley Transport, Carrs Coaches, County Council, Vintage Rally etc.	
250	Exclusion of Press & Public It was agreed that the public be excluded for items 32, 33 & 34 on the Agenda.	
251	Chairman's Announcements The Chairman had attended the leaving do for Avril Quinn at Solway Community School and various other functions over the last month. The Chairman suggested that a Council meeting be held in August due to the large volume of work to get through.	
252	Minutes RESOLVED that the minutes of the meeting held on the 1 June 2015 be confirmed as a true record and signed by the Chairman.	
253	Police Report A newsletter was circulated by email and paper copies available at the meeting. PCSO Peter Nichol attended the meeting and gave a report on crimes over the last month. Cockermouth Police Station may be closing. Officers covering Silloth are now based in Workington. Waiting to see what the budget brings. Photos taken by members of the public of a crime in progress can be used as evidence, along with a witness statement. Concerns have been raised about cars parking on the Green and the risk to the public. Police are monitoring the situation and have stopped some vehicles. It is important that people report crime however big or small which will show there is a need for Police coverage.	
254	Allerdale Borough Council – Funding Joe Broomfield attended the meeting to discuss the £10K funding from Allerdale Borough Council which has been given to each of the market towns for projects within the town. Could ask the town or suggest projects and ask for their comments. Keen to get things organised and activities arranged for the Tour of Britain on 8 th September. Expecting 3-5000 people at Cockermouth. The race will be coming through Silloth and will be good publicity for the town. The setts are an attraction, with cyclists arriving in the town at approx 11.00am. Would like to see a big screen in the Beer tent to allow people to watch the event live which will cost approx £4000. It was questioned whether the Town Council would be willing to put some of the £10k towards the big screen. The schools and the community are getting involved. There will also be funding	

	available from Cumbria County Council via the Neighbourhood forum and the 0-19 fund. A public meeting is to be held on 23 July at the Golf Hotel, to push forward with the Tour of Britain event. £2,000 is to come from Allerdale. It would be better if STAG were to push it forward and apply for funding, as they are more likely to be successful in getting funding. RESOLVED that the Town Council match the £2,000 that Allerdale have put into the pot for the Tour of Britain event. Further consideration to be given at the next meeting on projects to utilise the funding of £10k.	
255	<p>Criffel Street Market</p> <p>Phil Byers, the Market Manager from Geraud Markets Ltd attended the meeting to discuss concerns raised in relation to the Silloth Market. The main issue is the disruption caused by having to close Criffel Street for such a small market. The market could be sited on half of the road or alternatively, have it sited on the Green. There are not as many traders now but concessions are offered to encourage new traders. The Rugby Club is not an option, as it is too far away from the centre of the town. The market consultation is live and on the ABC website. The public do use the market and traders want to be there. The signage is inadequate to notify motorists that certain streets are closed. Phil Byers will go back and consider the Green and also look at better traffic management.</p>	
256	<p>Adjournment of Meeting</p> <p>There had been no prior requests from members of the public to speak at the meeting.</p>	
257	<p>Schedule of Correspondence, Notices and Publications</p> <p>RESOLVED that the schedule of correspondence, notices and publications be noted.</p> <ul style="list-style-type: none"> • Email from Mr Poyser from Waver Street requesting that a white line is painted across the entrance to their driveway to deter motorists from parking there. RESOLVED that a letter be sent to Cumbria Highways requesting a line be painted. Also notify the Police. • Rotary Club of Silloth-on-Solway – Charity Golf Tournament Saturday July 11th 2015. Letter seeking financial support towards the Charity Golf Tournament. RESOLVED that the Town Council are unable to provide any financial contribution, as there are no available funds. • Email from Dave Austin expressing concern about youths parking on the Green in their cars. RESOLVED that a letter be sent asking that he inform the Police if he sees any incidents of crime. A Public Spaces Protection Order can be put in place which last for 3 years. The byelaws may also need to be looked at. Item to be included on the next Agenda regarding the Byelaws. • Email from Jennifer Rowlands, Clerk to the Governors at Solway Community Technology College suggesting that one of the existing governors who sits on the Town Council liaise with the school with regard to the Sports Hall. RESOLVED that Cllr. Angus Emmerson represent the Town Council in relation to the Sports Hall. • Allerdale Borough Council – Site Allocations – Public Open Space/Amenity Space/Green Wedges. Consultation letter regarding public open space/amenity green space in Allerdale including settlement maps from the Allerdale Local Plan. Comments by 31 July 2015. Cllrs. to send in their individual responses. • Green Flag Award ceremony – Event will take place in Oldham, Lancashire on Tuesday 21 July 2015. Two tickets have been reserved. Cllr. Markley will try to attend. • Allerdale Borough Council – Consultation on the provision of markets in Allerdale online which runs until 24th July 2015. Cllrs. to send in their individual 	<p>WEJ</p> <p>WEJ</p> <p>WEJ</p> <p>WEJ</p> <p>WEJ</p> <p>AJM</p>

	<p>comments.</p> <ul style="list-style-type: none"> Proposed Drainage Board for the Waver Wampool – Briefing for Parish Council on Thurs 2 July. A lot of work has been going on. Pumps are being switched off in January. Hopefully farmers will take it on board and an internal drainage board set up, Request from Vicky Hope to put some fairy doors in the Pines to create a trail for Fairy Day and also consider a permanent trail. RESOLVED that a trail of fairy doors be created for Fairy Day and if successful then the Council could look at it as a permanent feature. Allerdale Borough Council - Update on Council's review of 'bring sites' across Allerdale. The bin for plastic bottles has now been removed. 	WEJ
258	<p>Planning Applications</p> <p>a) The Town Council have approved the following:- Plan No: 2/2015/0333 Proposal: Proposed industrial unit for electrical workshop and office Location: Station Road Industrial Estate, Silloth Applicant: Mr Shaun Bell Plan No: 2/2015/0347 Proposal: Proposed advertisement consent Location: 1 Station Road, Silloth Applicant: Bestway Group Plan No: 2/2015/0354 Proposal: Subdivision of 1 dwelling into 2 dwellings. Resubmission of 2/2015/008 Location: The Minstrel, Skinburness Road, Silloth Applicant: Mr James Graham</p> <p>b) Allerdale Borough Council have approved the following: Plan No: 2/2015/0268 Proposal: Extension and alterations to provide new bathroom, snug, utility and en-suite Location: 94 Skinburness Road, Silloth Applicant: Mr & Mrs Foster</p> <p>c) Notification that an appeal has been made against the refusal for planning permission in relation to: Installation of a 500kW wind turbine (67m to blade tip) and its associated infrastructure (crane pad, access track and meter house). Site: Dundraw Farm, Dundraw, Wigton Ref No: 2/2014/0293</p>	
259	<p>Committee Reports</p> <p>A meeting of the Business Plan Committee was held on Monday 15 June at 7.00pm in the Community Hall. Due to the poor level of responses it was felt the Council are unable to create a Business Plan from the information obtained. The Clerk to produce a summarised report of the responses to the questionnaire which would be made publicly available.</p> <p>A meeting of the Allotment Committee is to take place on 20 July.</p>	WEJ WEJ
260	<p>Licences - Application for street trading consent</p> <p>Applicant: Allen James Gray, 'Allendale', Maryport Road, Dearham, Maryport, CA15 7EE Location: Criffel Street, Silloth - opposite the junction with Wampool Street (ice cream) Date and Times: Bank Holiday Monday 31 August 2015 9am to 5pm.</p> <p>The Clerk has sent a response on behalf of the Council to object to the application, based on the previous policy of the Council. If the application is agreed by Allerdale it was suggested that they don't park directly opposite the ice cream shop on Criffel Street. Further email to be sent to Allerdale.</p>	WEJ
261	<p>Reports from Representatives on Outside Bodies</p> <p>RESOLVED that verbal reports received from Representatives on Outside bodies be noted.</p>	

262	Allerdale & County Council Reports RESOLVED that verbal reports received from Allerdale and County Councillors be noted.	
263	Park Manager's Report Grounds maintenance team have been busy with grass cutting and helping Vivian with Rose Garden. It is taking 2 hrs to water the garden every day and it would be useful if a proper pipe was put in to help water the garden. It was agreed that this be done which would be funded through the HLF project. The goal posts donated for the West Silloth play area need altered and it was agreed that this be done as there is a Play Equipment budget to cover it. Ken reported on an incident whilst Aaron was out cutting the grass verges near Westnewton. There was an accident caused by another motorist which has caused damage to the flail. Currently waiting to hear from the insurance company regarding the repair to the flail, as a claim has been submitted. Thanks were given to Ken and his team for all that they do on the Green. RESOLVED that a letter be sent to the organisers of the Ragnarock motorcycle event at the Rugby Club as they did an excellent job in organising the event and tidying up afterwards. There will have been a lot of money spent in the town as a result of the event.	WEJ
264	Community Engagement Officer's Report <ul style="list-style-type: none"> • Green Flag - Special Innovation Award. Application has been submitted regarding the Bee Garden but not heard when judging will take place. Anna will get in touch to find out. • Cumbria in Bloom - Preparation and Tour Route. Jean Airey and Ally Gordon will be judging this year. Judging commences at 10.30am with a presentation in the Community Hall and a tour of the town until 1.30pm. Being judged for Coastal town award and also special award for the Community Garden and Bee Garden. They will also be visiting Golf course at 2.00pm. There was no criteria provided for judging but Anna has suggested that they talk about the history of the club and the work that goes into the maintenance of the course. There may not be time to visit Vivian and Jeff's gardens. • Rose/Bee Loving Garden Interpretation Panels – Anna has spoken to Vivian. It is proposed to have two low, sloping lecterns in the same style as others on the Green to explain the heritage of the Rose garden and explain the new Bee garden. The other one will explain the plants and wildlife etc. • Interpretation for Pagoda – It is proposed to have panels in the recesses at the top to explain what the view is, historical information and details about the wildlife etc. Some graphical work will need to be done. • Primary School Open day/Silloth Airfield Exhibition – The Primary school have asked to use the Airfield stuff for a display which is taking place this week. 	
265	Town Clerk's Report The Town Clerk provided a report on work done since the last meeting.	
266	Tourist Information Centre There has been a lot of discussions on this and also irritation about not having a TIC officer in place. This is part of a full suite of services and consideration needs to be given to the bigger picture, to keep all the functions in place. The building needs to be sustainable and everything needs to be secure, to ensure that services are not lost. People need to be patient and as soon as there is anything to report, the Council will be informed and will have some input into the appointment of a TIC officer.	
267	Payment of Accounts RESOLVED that the payments listed in the register report to 6 July 2015 be approved	

	for payment.	
268	Applications for financial assistance None.	
269	Applications for events <ul style="list-style-type: none"> • A request was made for the Town Council to allow a barbecue/community event to be held on the area of the old West Silloth playing field over the August Bank Holiday weekend. Alternative arrangements are now being made. • A request was received to hold a Silloth on Solway cycle sportive event on Monday 31 August 2015. The Council have no problem with the event. Cllr. O. Martin to liaise with the organisers in relation to the Carnival, regarding activities taking place on the Green. 	OM
270	Annual Town Meeting There was a request for additional bins to be placed in the Community garden near the picnic benches which the Clerk will order. Other issues raised have been brought to the attention of the relevant authorities. The footpath behind the Station Road units was mentioned. Litter is regularly cleared. Consideration to be given to replacing the fence which will be winter work. Byelaws will be considered at the next Council meeting.	WEJ
271	Premises Licence – The Green The Clerk obtained information about applying for a Premises Licence and also contacted the Councils at Cockermouth and Keswick for their feedback. RESOLVED that the information was noted by the Council.	
272	Public Rights of Way Concerns have been raised about access being denied to some public rights of way and signs being removed at Hartlaw, Causewayhead. The footpath comes out at the bridge; access has been blocked and needs reported to Cumbria County Council. RESOLVED that a letter be sent to Cumbria County Council and also bring to the attention of Holme Low Parish Council, as it is within their Parish.	WEJ
273	Speed Limit within the Crofts Concerns have been raised about the speed of vehicles through the Crofts housing estate and it has been suggested that there needs to be a speed limit in place, especially as there are a lot of young families living on the estate. Speed is an issue and action was taken at Greenacres at Wigton. For anything to be done there needs to be community backing to push it forward.	
274	Silloth Green The Clerk provided an update in relation to the finances, ongoing projects etc for Silloth Green. Consideration was given to what still needs to be done, with a view to finalising the project which comes to an end in January 2016. Regular monthly updates to be provided at each meeting. The balance of the maintenance and management funding has now been released by HLF which will enable the balance owed to Cumbria County Council to be repaid. Anna is currently working on the Interpretation in the Pagoda and at the Rose Garden. Visitor surveys to be carried out to 'measure the success of the project. Ken to obtain a quote from TWS at Abbeytown to repair the wind vane for the top of the Pagoda and to make a smaller replica to go on the Bee Hotel in the Rose Garden. The original one turned up after the refurbishment of the Pagoda was completed. Costs to be ascertained for new Victorian style lighting along the edge of the Green on Criffel Street. Consideration to be given to the provision of a new shed to accommodate the new tractor, once figures have been ascertained for the	AM KW WEJ

	lighting. Refurbishment of the wooden shelter on Skinburness Road was also suggested.	
275	<p>Internal Audit Report</p> <p>The Internal Audit has been completed and the auditor was unable to find any problems with the Accounts, despite his best efforts to do so. Mr Wilson will not be able to carry out the audit next and alternative arrangements will need to be made. RESOLVED that a letter of thanks be sent to Mr Wilson for all that he has done over the years.</p>	WEJ
276	<p>Financial Regulations</p> <p>The Town Council reviewed the Financial Regulations. RESOLVED that the Financial Regulations be adopted by the Town Council.</p>	
277	<p>Budget 2015/16</p> <p>The Clerk provided a report comparing the actual expenditure to date with the budget for 2015/16. Everything is on track. RESOLVED that the report be noted.</p>	
278	<p>Community Asset Transfer</p> <p>An email was received from Cumbria County Council asking for details of the Council's legal representative, following the agreement of the Community Asset Transfer by the Cabinet. The Clerk contacted the Council's solicitor and has been quoted a set fee of £5000 to deal with the transfer. RESOLVED that the Clerk make alternative arrangements to find a solicitor to deal with the transfer.</p>	
	<p><i>RESOLVED 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>	
279	<p>Estimates</p> <p>Additional estimates to be obtained for the provision of a new shed once the costs for the Victorian lighting have been considered.</p>	
280	<p>Insurance Claims</p> <p>The Clerk provided an update on insurance claims currently being dealt with by the Council's insurers. The Clerk will be attending a course on Risk Management at Wigton which has been arranged by Zurich Insurance.</p>	
281	<p>Amounts owing to the Town Council</p> <p>None.</p>	

Signed.....

Date.....