

SILLOTH-ON-SOLWAY TOWN COUNCIL

Town Clerk: Wendy Jameson FMAAT

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1 September 2020

Please note: due to the current Covid-19 Coronavirus situation, the Town Council will meet virtually via Zoom (<https://zoom.us/>) Meeting ID: **963 2116 4022** as permitted in *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020* (“the 2020 Regulations”

Councillors: You are hereby summoned to attend a meeting of the Town Council to be held online at <https://zoom.us/j/96321164022> on Monday 7 September 2020 at 7.00 pm, for the purpose of transacting the following business.

Members of the Public: Informal public participation will be held from approx. 7:30 pm. Members of the public wishing to address the Council during the public participation section must send their request to the Town Clerk prior to the meeting.

1. Apologies

To receive and record with a reason, any apologies for absence.

2. Co-option

To consider applications received.

3. Declarations of Interest

To receive declarations of members’ interests in respect of items on this agenda.

4. 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).

5. Chairman’s Announcements

To receive announcements by the Chairman.

6. Minutes

To approve the minutes of the meetings held on the 6 July, 9 July & 20 July 2020 as a true record.

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) Allerdale & Copeland joint newsletter – 29 June 2020.
- b) ACT Gazette – Summer 2020.

- c) Cumbria Arts & Culture Network – Covid-19 Newsletter – 15 July 2020.
- d) Great North Air Ambulance Service - Great North News July 2020.
- e) Action for Health and Mental Health Provider Forum Bulletin – 24 July 2020.
- f) Cumbria Local nature Partnership (CLNP) News.
- g) Cumbria Arts & Culture Network – Covid-19 Newsletter – 29 July 2020.
- h) Mental Health Provider Forum Bulletin – 30 July 2020.
- i) Allerdale & Copeland joint newsletter – 4 August 2020.
- j) Cumbria Arts & Culture Network – Covid-19 Newsletter – 5 August 2020.
- k) Radioactive Waste Management – News – 11 August 2020.
- l) Cumbria Arts & Culture Network – Covid-19 Newsletter – 12 August 2020.
- m) Great North Air Ambulance Service - Great North News August 2020.
- n) Action for Health and Mental Health Provider Forum Bulletin – 25 August 2020.
- o) CALC – Developing your skills – August 2020.

Information

- p) CALC – Footway Lighting in Allerdale – 2nd meeting held with Allerdale and CALC now recommend that the Council accept that you will need to budget for electricity costs for 2021. Maintenance costs and costs associated with the removal of existing lights will be met by Allerdale.
- q) CCC – Coronavirus (Covid-19) Updates – 29 June 2020.
- r) NALC – Coronavirus – Information for Parish & Town Councils.
- s) CCC – Covid-19: Local Outbreak Control Plan published.
- t) Allerdale – Silloth Green – Sale of Alcohol. Copy of Designated Public Places Order and Public Spaces Protection Orders for information. Waitress service and payments made direct to waitress would be construed as sale taking place on the Green, so the area on the Green would need to be licensed separately.
- u) Cumbria Police – Covid-19 (coronavirus) Update 3 July 2020.
- v) CCC – Latest News from Cumbria County Council – Friday 3 July 2020.
- w) Cumbria Police – Covid-19 (coronavirus) Update 10 July 2020.
- x) CCC – Covid-19: Infection rate warning issued for Carlisle.
- y) CCC – Latest News from Cumbria County Council – Friday 10 July 2020.
- z) Letter from Mark Jenkinson MP regarding his visit to various tourism and hospitality businesses in Silloth.
- aa) CALC – Web Accessibility Regulations – Copy of NALC’s guidance and reminder that all websites need to be compliant with the Government’s accessibility regulations by 23 September 2020.
- bb) CALC – Notice of CALC AGM 2020 – Saturday 26 September at 10.30am which will be held virtually.
- cc) CALC – Temporary reduction in VAT rate to 5% for the hospitality sector.
- dd) Cumbria Police – Covid-19 (coronavirus) Update 17 July 2020.
- ee) CCC – Latest News from Cumbria County Council – Friday 17 July 2020.
- ff) Cumbria Highways – re: 6’6” width restriction sign – Skinburness Road. Traffic team will look into it and update on what can be done regarding additional signage.
- gg) Allerdale – Adoption of the Allerdale Local Plan (Part 2) was formally adopted on 22 July 2020.
- hh) Allerdale – Review of the Allerdale Borough Council – Local Validation List for applications.
- ii) Cumbria Police – Covid-19 (coronavirus) Update 24 July 2020.
- jj) CCC – Latest News from Cumbria County Council – Friday 24 July 2020.
- kk) CCC – Highways Asset Management Strategy 2020-2025 has been approved by Cabinet. The strategy can be read and downloaded in full on the county council’s website <https://www.cumbria.gov.uk/roads-transport/highwayassetmanagement.asp>
- ll) Cumbria Highways – re: Stanwix corner. Works done to date have been investigatory works to establish the issues. There wasn’t sufficient outfall from the existing system into the adjacent watercourse and they are awaiting EA permission to connect into the watercourse. Surfacing contractor is due to start on 23 September to alter the shape of the road, so once new drainage system is in place, this may be brought forward.
- mm) Email from local resident enquiring as to who is responsible for the land between Eden Street and New Street. Resident has been advised that this is an adopted back lane and therefore the responsibility of Cumbria Highways.

- nn) Allerdale – Confirmation that there has been no request to hold an election and therefore the Council must co-opt to fill the vacancy as soon as practicable.
- oo) CALC – Allerdale 3 tier meeting which will incorporate the AGM of the Allerdale district of CALC on Thursday 17 September 2020 at 7pm and will be held virtually.
- pp) Letter from local resident questioning why Cumbria Highways dig up roads everywhere and abandon them for weeks i.e. setts outside Good Companions. Response obtained from Cumbria Highways and copy sent to local resident.
- qq) Letter from local resident nominating the Town Council for having the most untidy building in town.
- rr) Cumbria Police – Covid-19 (coronavirus) Update 31 July 2020.
- ss) CCC – Latest News from Cumbria County Council – 31 July 2020.
- tt) Letter from Mark Jenkinson MP regarding the provision of public toilets and seeking clarification on the reopening of public toilets on market days. Market stallholders have use of the disabled toilets on Criffel Street by using a radar key. Reply sent.
- uu) Email regarding overnight camping and suggesting the need for better signs.
- vv) Allerdale – re: flytipping at site of former Skinburness Hotel. Landowner has been contacted and informed that as landowner it was his responsibility to remove the items. Site will be revisited.
- ww) CALC – Copy of email from NALC clarifying which government business grants parish and town councils are eligible to apply for.
- xx) CCC – Latest News from Cumbria County Council – 7 August 2020.
- yy) Cumbria Police – Covid-19 (coronavirus) Update 7 August 2020.
- zz) Letter from local resident seeking clarification why the town is surrounded by warning signs of skidding and max speed on 20mph. Response obtained from Cumbria Highways and copy sent to local resident.
- aaa) Commemorating Merchant Navy Day on 3rd September 2020 – Unlikely that public ceremonies will be appropriate but requesting that the Red Ensign flag is hoisted and promoted via local media and social media.
- bbb) Cumbria Highways – re: Road signs. Fourth sweep and loose chipping warning signs are removed from site 30 days following the initial application of the surface dressing. Abbeytown to Silloth was completed 28th July – 4th sweep and signage to be removed 26 August.
- ccc) Allerdale – re: Dog Fouling PSPO response – Council’s consultation on the making of a Public Space Protection Order for the prohibition of dog fouling in the Borough. Response by 25 August. Copied to all Cllrs. and shared on the Council’s website and Facebook page.
- ddd) CALC – Details of the ‘Respect the outdoors’ campaign from DEFRA.
- eee) CALC – Copy of CALC’s interim position statement on Local government reorganisation in Cumbria.
- fff) CALC – Nominations to CALC Executive Committee 2020. Nominations to be returned by 28 August 2020.
- ggg) Email from Cllr. Owen Martin regarding complaints received about the safety of the Eden Street playground. Annual inspection has taken place, a playground equipment committee meeting and repairs carried out.
- hhh) Cumbria Police – Covid-19 (coronavirus) Update 14 August 2020.
- iii) CCC – Latest News from Cumbria County Council – 14 August 2020.
- jjj) Email from local resident regarding footpath adjacent to 40 Skinburness Road. Further email sent to CCC with history of the footpath and requesting an update.
- kkk) Cumbria Police – Covid-19 (coronavirus) Update 21 August 2020.
- lll) RoSPA Play Safety Inspection report for BMX track.
- mmm) Allerdale District Annual meeting and 3 tier meeting – Copy of the annual report for the year since the last AGM.
- nnn) Maps showing location of the gas replacement works commencing 28 August 2020. Information circulated to members of the Council and no objections received. Welfare cabin to be sited behind MUGA.
- ooo) CCC – re: Silloth paths – Following a complaint received from a member of the public about the condition of various paths around Skinburness, email received requesting additional information.
- ppp) Copy of letter sent to Cumbria Highways and local MP by a local resident regarding flooding at Stanwix corner and all the signs around Silloth when no work is going on.
- qqq) Allerdale Area Support – Cumbria Emergency Support Helpline is closing at the end of August but won’t be completely dead as it is likely to be reactivated in any future local or national lockdown.
- rrr) Cumbria Police – Covid-19 (coronavirus) Update 28 August 2020.

Action

- sss) Email from Peter Wise regarding the Junior Football and use of the land adjacent to the rugby pitch (West side).
- ttt) Request for a rent reduction for the four months loss of revenue from 23 March to 25 July for the Solway Fitness Centre.
- uuu) CCC – re: Emergency plans for Silloth. Email regarding the process of setting up a Community Emergency Response Group in the Silloth area.
- vvv) Email from Neil Henderson asking if Silloth AFC has permission to train on other grounds in and around Silloth e.g. pitch by the tennis court or areas of the Green.

9. Planning Applications

Allerdale Borough Council has approved the following:-

Ref No: HOU/2020/0077 **Applicant:** Mrs Lesley Hope **Proposal:** Ground floor extension to rear of property and partial loft conversion **Location:** Orchard Villa, Silloth

The Planning Committee has approved the following:-

Ref No: FUL/2020/0119 **Applicant:** Mr Frank Scott Homes **Proposal:** Revised house design of plot 3 and 4 **Location:** Land Adjacent to Lycoan, Blitterlees, Silloth

Allerdale Borough Council – re: 1603 – The Good Companions, Silloth. Plan provided by the applicant showing location of the proposed three replacement trees was circulated to members of the Planning Committee. No objections received and no preference on the species of replacement trees.

10. Committees

To receive reports from the following:

Planning Committee – 20 July 2020

Play Equipment Committee – 1 August 2020

11. Reports from Representatives on Outside Bodies

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

12. Borough Councillor and County Councillors' Reports

To receive reports from Allerdale and County Councillors.

13. Park Manager's Report

To receive a grounds maintenance report for information and/or determine any action as appropriate.

14. 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.

15. Payment of Accounts

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

16. Accounts for the year ended 31 March 2020

To receive a report from the Internal Auditor following the audit of the Accounts for the Year Ended 31 March 2020.

17. Applications for financial assistance

To consider applications for financial assistance.

18. Insurance

Pre-renewal information with regards to renewal of the council's insurance currently under long term agreement. Confirmation required and any other changes which would need to be made to cover going forwards.

19. Events to be held on Town Council property

To consider dates for events in 2021

- i) Friends of Silloth Green – Soul on the Green – Sun 2 May 2021.
- ii) Silloth Vintage Rally – Sat 12 & Sun 13 June 2021.
- iii) James Richards Circus – Sun 15 August to Mon 30 August 2021.

20. Back lane lighting

To consider a request from local residents for lighting in the lane at the back of Waver Street and Caldew Street for security reasons, as it is in total darkness. (Cllr. M. Irving)

21. Future Town Plan

To consider the creation of a Town Plan for Silloth, with a view to getting a plan in place for 2021.

(Cllr. J. Cook)

22. To agree Public Announcements/ Social media sites

Recent sometimes extremely negative and at times incorrect announcements lead me to ask the Council to agree that in the future all announcements via the Town Council are submitted by the Town Clerk to the social media sites and that no Councillor should replicate these thereby undermining our Town Clerk and creating confusion. I am aware that private individuals are exempt but we need to show new guidelines of professionalism. (Cllr. C. Doran)

23. To Consider a Drop-in-Service

We offer the residents of Silloth various means of communication with the Town Council, however we must consider many still do not use email and are uncomfortable with telephone conversations and a one to one is still the most effective communication. A rota base of 12 would mean each Councillor would give a minimum of 1 per year. This could be structured as a 1 hour duration and 2 weeks prior to a Council meeting enabling anything urgent to be put to the Council swiftly. I feel this offers a further way to build valuable relations with the people of Silloth and promotes Approachability with Availability. (Cllr. C. Doran)

24. Future events and Town Council revenue

To discuss options to increase revenue for the Town Council via events, concessions & assets/rent.

(Cllr. M. Orchard)

25. STAG

Following receipt of the STAG Accounts for 2018 & 2019, to arrange the date of a joint meeting between the Town Council and STAG.

26. 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.

27. Estimates

To consider a price received for the construction of a secure storage cupboard at the toilets near the RNLI Station.

28. 2020/21 National Salary Award

To note that the National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2020-21 to be implemented from 1 April 2020 which basically amounts to a 2.75% increase.

29. 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.