

**CLEATOR MOOR TOWN COUNCIL**  
THE SQUARE \* CLEATOR MOOR \* CUMBRIA CA25 5AP

Telephone 01946 810242

E-Mail [cleatormoortowncouncil@btconnect.com](mailto:cleatormoortowncouncil@btconnect.com)  
[www.cleatormoor-tc.org.uk](http://www.cleatormoor-tc.org.uk)

**TO: THE CHAIRMAN AND MEMBERS OF CLEATOR MOOR TOWN COUNCIL.**

You are summoned to attend the **Annual Meeting** of Cleator Moor Town Council, in the Town Council Chambers, Cleator Moor Square on **TUESDAY 14th MAY 2019** at 7.00 pm.

Yours faithfully

HCG

Mrs H C Gilmour  
7<sup>th</sup> May 2019

**AGENDA**

1. Election of Chairman for council year 2019/20
2. To receive the Chairman's Declaration of Acceptance of Office.
3. To appoint a Vice Chairman for council year 2019/20
4. For members to complete and sign a notification by member of a town council of pecuniary and other registrable interests and their Declaration of Acceptance of Office.
5. To receive apologies for absence.
6. To confirm the eligibility to exercise the "General Power of Competence."
7. To confirm representative to other bodies within the town;
  - Three Tier Meetings - NF currently serving
  - Chamber of Trade - NF currently serving
  - Health Watch - NF currently serving
  - Sustrans Partnership Board - NF and RW currently serving
  - Regeneration North East Copeland - JH currently serving
  - Youth and Community Centre Board and Phoenix Youth Project - MM currently serving
  - Town Team/Community Interest Company - DR and NF currently serving.
  - Copeland Board (Ref Cleator Moor Activity Centre.) - DR
  - Any others.
8. To approve and sign the minutes of the meeting held on 9<sup>th</sup> April 2019.
9. Declarations of Interest, on items of the agenda.
10. Public Participation/Elected Officer Participation.
11. To discuss the entry and exit points to Cleator Moor.
12. To review Planning Applications:
  - 04/19/2061/OF1 - Consultation on amended plans for Two Storey Extension to Existing Industrial Unit - Brewery Yard, Birks Road

- Outline application for residential development (with full details of access) and demolition of derelict barn - Land to the North of Ennerdale Country House Hotel - Mr A Butler
13. To review correspondence.
  14. To receive the Clerks report
  15. To discuss town centre regeneration.
  16. To receive the internal auditors report for financial year 2018/19 - Report attached.
  17. To approve the Annual Governance Statement for the Annual Governance and Accountability Return 2018/19 - see attached.
  18. To consider the Annual Accounting Statement for the Annual Governance and Accountability Return 2018/19 - see attached.
  19. Finance:
    - To approve the schedule of payment of accounts.
    - To note bank reconciliation for April 2019.
  20. Request for sponsorship.

Due to the confidential nature of the following item to be discussed, press and public will be temporarily excluded at this point in the meeting.

21. To approve quotation to install Bunting/ Christmas Lighting in 2019
22. To approve the date of next meeting Tuesday 11<sup>th</sup> June 2019.

Please note: Planning Applications will be available to view between Monday and Thursday, 9.00 a.m. - 3.00 p.m. They are also available on the evening of the meeting at 5.30 p.m.

**DRAFT MINUTES OF ORDINARY MEETING OF**

**CLEATOR MOOR TOWN COUNCIL**

**HELD ON TUESDAY 9<sup>th</sup> APRIL 2019**

**At 6.30pm, in CLEATOR MOOR TOWN COUNCIL BUILDING**

Present: Cllr P Burns  
Cllr O Dorgan  
Cllr N Ford (Chair)  
Cllr J Hully  
Cllr M Messenger  
Cllr C Moores  
Cllr R Wood

Mrs H Gilmour (Clerk)

Also present at the meeting were Cumbria County Councillor F Morgan, Copeland Borough Councillors D Banks and H Branney and Inspector R Smilie of Cumbria Constabulary

Apologies have been received from Town Councillors L Adair, D Hully, L Jones-Bulman, M Denwood and D Riley and Cumbria County Councillor A Lamb.

Councillor Moores noted this would be his final meeting but thanked members for their support during his time on the council. Councillor Moores was thanked for his service.

**053/19 To approve and sign the minutes of the Ordinary Meeting of Cleator Moor Town Council held on 12<sup>th</sup> March 2019.**

Resolved that the minutes be approved and signed.

**054/19 Declarations of Interest, on items of the agenda.**

Councillor Ford declared an interest in Cleator Moor Community Interest Company, Chamber of Trade, West Cumbria Community Foundation, West Cumberland Hospital Project Board, Healthwatch, Town Hall, Stirling Centre and Phoenix Youth. Councillor Moores declared an interest in Cleator Moor

Community Interest Company, Works 4 You, Home 2 Work, Skills 4 You, Home Group and Exchange Corner North West. Councillor J Hully declared an interest in Planning, allotments and M Taylor. Councillor Messenger declared an interest in Exchange Corner North West, Phoenix Youth, Cleator Caring Moor and Birks Road.

**055/19 Applications to the Clerk, for dispensations.**

None received.

**156/16 Public Participation.**

Inspector Smilie reviewed the recent crime report with members and gave a general summary of the work of Cumbria Constabulary in Cleator Moor. Members were informed that PCSO Sarah Nixon is currently working with Montreal Primary on the Junior Award Scheme and PCSO Sam Watson is working with St Patrick's Primary on the Mini Police Scheme. Fear of knife crime had been highlighted as part of a public survey so a meeting was being scheduled to consider what can be done to address that. The Copeland Hub is taking a multi-agency approach with three cases in Cleator Moor. Inspector Smilie asked members to promote the "Copeland Local Focus" Facebook page.

*Inspector Smilie left the meeting.*

Councillor Morgan informed members that an audit of gullies had been initiated with records reviewed of when gullies had been cleared. A number of gullies were found to be blocked so a wider audit is now taking place within Cleator Moor. It was noted that the drainage work at Phoenix Bridge is now complete. Repairs to the footbridge at Whinney Hill are scheduled for June 2019. Cumbria County Council had recommended a refusal of the planning application for the car park at the Kangol site due to the impact this would have on the highway.

Members were informed that there is £1.8 million allocated in the budget for non-main road repairs and £.5 million for principal roads in Copeland. Currently there are £25 million of works identified in the area. Cumbria County Council are considering initiating a permit scheme to manage contractors working on the highway. Safety audits are ongoing at Birks Road due to withdrawal of certain planning conditions. Councillor Morgan agreed to bring an update back to a future meeting.

Councillor Branney and Banks attended a Licensing Committee meeting where the focus on safeguarding young people and vulnerable adults was the topic. The decision made to safe guard these groups of people will come into force. It was

noted that current government guidance does not cover betting by phone or computer.

Councillor Banks noted this would be his final meeting as he would be stepping down at the next election, after sixteen years representing the people of Cleator Moor as a Borough Councillor. Councillor Banks was thanked for his service.

Councillor Branney advised members that he has now discussed the possibility of extending the Lake District National Park boundary with Lamplugh, Ennerdale and Egremont Parish Council's and is due to meet with Wilton Parish Council. The next step would be to draw representatives together from each area and agree a way forward. Clerk requested that Mr D Holiday be invited to join discussion.

*Councillor J Hully left the meeting while matters of planning were discussed. Councillor F Morgan left the meeting.*

#### **057/19 To review planning applications:**

Members reviewed the following applications and resolved to record no objections:

- 04/19/2085/OF1 - Replacement dwelling type on plot 57 - Land at Mill Hill - Mr G Reed
- 04/19/2090/OF1 - Two storey side extension - 8 Litt Place - Miss J Laybourne.
- 04/19/2123/OR1 - Reserved matters application for phase 2 comprising of nine dwellings, plots 3,4,5,6,7,12,16,17 and 18 Land to the rear of Ennerdale View, Birks Road - Mr N Kay.

With regards to application 04/19/2119/OF1 Erection of 20 dwellings with associated amenity space, parking and improvement to public highway - Kier Hardie Avenue/Dent Square - Home Group Developments. Members are supportive of the improvements that are being proposed and the benefits it will bring for the community. It was noted that there were multiple defects within some of the existing drainage systems at the site therefore, members request that robust inspections be carried out by Building Control to ensure all defects are addressed and remedial works are carried out. Members highlighted that recent problems with ground water flooding had affected properties at Red Beck Park and seek to ensure that Copeland Planning Department are aware of these problems and any work on the Kier Hardie/Dent Square site does not exacerbate issues at Red Beck Park. It was further noted that Japanese Knot weed is present in some areas of the development site and request assurances that the weed would be removed.

#### **058/19 To review correspondence.**

Members reviewed the following correspondence:

<b>Date Rec'd</b>	<b>From</b>	<b>Regarding</b>	<b>Action</b>
-------------------	-------------	------------------	---------------

18/03/2019	CALC	News from the NHS in North Cumbria	For information
20/03/2019	LDNP	Local Plan Review	For information
22/03/2019	CALC	Cumbria Action for Health	For information
27/03/2019	PEC	Request for a letter of support	For information
29/03/2019	Environment Agency	South Egremont Boreholes License	For information
29/03/2019	CCC - Georgina Ternent	Copeland Health and Wellbeing Forum - 24 <sup>th</sup> April 2019	For information
03/04/2019	CBC	Newsletter - April	For information
05/04/2019	Cumbria Constabulary	March Police Update	For information
05/04/2019	CALC	North West Coastal Access Monthly Update	For information
08/04/2019	Mayor of Copeland	Cleator Moor Spatial Framework Document	Clerk to arrange a working party to review this document.
08/04/2019	LDNP	Statement of Representations Procedure and links to the Local Plan	For information

**059/19 To discuss the Pride of Place Public Realm Project.**

Correspondence from Copeland Borough Council officer Diane Ward indicated that a revised scheme would be available by the end of April for members to review. Ms Ward also asked if there would be any interest in having a mural on one of the walls on Cleator Moor Square. Members were not supportive of that idea as approval to use wall space could not be guaranteed and also it brought forward future maintenance issues.

**060/19 To receive verbal reports from other meetings:**

There were no meetings attended by members during the previous month.

**061/19 To receive the Clerks report.**

- A new pest control contractor to serve the High Street allotment site and Todholes Road garden has been identified. Copeland Borough Council's pest control service recommends six routine inspections throughout the year with follow ups as necessary. This service will cost £470.00 per annum. Clerk to make arrangements for this work to be carried out.

- Discussion around Remembrance Day with Inspector Smillie highlighted the need for volunteers to operate the road closures on Remembrance Day. Members suggested requesting support for this event on Cumbria Exchange.
- Jacktrees Road Car Park - a number of requests have been issued to CBC to clear the blocked drain in the corner of the car park and to clear the debris/mud from the surface of the area. Photographs taken last week have been sent to the CBC Property Team which show the extent of the problem.
- The former Commercial Hotel - A report has been sent to CBC Building Control regarding fallen guttering from this property. Mr J McGrady has been out to inspect and reports that other rainwater goods on the property appear to be relatively sound. He confirms he will keep an eye on the property.
- The underpass under the cycle track has now been cleared of rubbish and litter.
- Leconfield Industrial Estate - Ms Joyce Steele of Vine Properties has been informed that there is fly tipping on the bank at Leconfield Industrial Estate. Ms Steel confirmed that she would have the area cleared. Speaking about the grass on the bank not being cut, she stated that Vine were considering planting a wild flower meadow on the bank and just cutting the grass in early spring and late autumn.
- Former Mission Church at Wath Brow - a letter has been sent on 19<sup>th</sup> February 2019 to CBC Planning inquiring about the conditions placed on this property when it was redeveloped into a residential property. This followed a complaint from Mrs Taylor in February. A further letter of complaint from the Cleator and Cleator Moor History Society has been received regarding the same issue. Following on from this second complaint, a further letter has been sent to CBC Planning on 2<sup>nd</sup> April. A response is awaited.
- Various fly tipping issues that have been reported since January are now being addressed. Following a request for an update, a response has been received from CBC officer, Clifford Walker. Clerk to follow up again.
- Two properties on Ehen Road have now been tidied thanks to the intervention of CBC Environmental Health.
- Cleator Moor Celtic have requested a letter of support for planned refurbishment of the Celtic Club - Clerk to supply.
- A request for a waste bin to be placed at the entrance to the cycle track at Birks Road has been issued - awaiting a response.
- The garage site at the rear of Ennerdale Road - Since the last meeting a further complaint has been received regarding the pot holes. Members

agreed to fill the potholes as a short-term fix and identify costs to see if it is possible to implement a longer-term solution.

- **Airmen Memorial** - Two local artists have agreed to produce a piece of work for the board. Informal agreement for a licence has been agreed with Cumbria County Council but awaiting confirmation from Copeland Borough Council that planning approval is not required.
- **Astro-Turf** - Following the last meeting a fourth e-mail has been sent to CBC officer Ms Julie Betteridge requesting an update. This has been followed up with an e-mail to the Mayor of Copeland who responded by telephone and agreed to speak with Ms Pat Graham and ask her to provide a response for members.

### 062/19 Finance:

Members resolved to approve a schedule of accounts for April 2019.

Name	Voucher Number	Cheque Number	Amount
Contract Natural Gas	1	303301	46.13
Newsquest	2	303302	463.54
Aquaid	3	303303	35.64
British Gas	4	303304	27.11
Not used	5	303305	
BT	6	303306	18.98
CALC	7	303307	648.84
ADT	8	303308	144.43
H Gilmour	9	303309	1537.24
Local Government Pension	10	303310	451.78
C McGee	11	303311	106.73
<b>TOTAL</b>			<b>£3,480.42</b>

Members resolved to note bank reconciliations up to the end of March 2019.

Members reviewed the effectiveness of the system of internal control/auditor and agreed to continue internal audits with the support of Mrs J Airey.

Due to the confidential nature of the following item to be discussed, press and public will be temporarily excluded at this point in the meeting.

### 063/19 To discuss the recruitment of a new Clerk to the Council.

Members discussed the recent interviews of applicants for the post of Clerk to the Council. Ms Eileen Stephenson was identified as a suitable candidate and acceptable references have been supplied. Members resolved to appoint Ms Stephenson to the role.

**064/19 To discuss new lease arrangements.**

A draft lease had been previously circulated to members. It would appear Cleator Moor Celtic are not ready at present to move forward with this scheme so members suggested implementing a 5-year lease until such time a 25 year lease would be needed. A letter of support could be issued to show the Town Council's willingness to enter into a longer-term lease agreement. Clerk to discuss with representatives of the Club and if necessary, invite them to attend a future meeting to discuss this issue further with members.

**065/19 Items for inclusion on the next agenda.**

Members were invited to raise any issues with the Clerk.

**066/19 To approve the date of the next meeting, scheduled for Tuesday 21<sup>st</sup> May 2019.**

Members agreed to change this date if it clashed with the annual meeting with Copeland Borough Council, therefore the Annual Meeting of Cleator Moor Town Council will be now scheduled for Tuesday 14<sup>th</sup> May 2019.

Meeting closed at 8.25pm.