

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

Telephone 01946 810242

E-Mail cleatormoortowncouncil@btconnect.com

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

You are summoned to attend the **Ordinary Parish Meeting** of Cleator Moor Town Council, in the Council Chambers, Cleator Moor Square on **TUESDAY 19th JUNE 2018 at 6.30pm**

Yours faithfully

H C Gilmour

Mrs H C Gilmour

24th May 2018

Welcome and opening words.

AGENDA

1. To receive apologies for absence.
2. To approve and sign the minutes of the Annual Meeting of Cleator Moor Town Council held on 15th May 2018.
3. Declarations of Interest, on items of the agenda.
4. Applications to the Clerk, for dispensations.
5. Public Participation.
6. To review planning applications:
7. To review correspondence.
8. To receive verbal reports from other meetings:
9. To receive the Clerks report.
10. To discuss the new Data Protection Regulations and to approve and adopt the following policies and consent forms:
 - Draft Data Protection Policy
 - Draft General Privacy Policy
 - Draft Retention of Documents Policy
 - Draft Freedom of Information Policy
 - Draft Consent Form
11. To approve and adopt the revised Model Standing Orders 2018.

Planning Applications will be available to view between Monday and Thursday, 9.00 a.m. to 3.00 p.m. and are also available on the evening of the Ordinary Parish Meeting at 6.00 p.m.

12. To discuss Remembrance Day 2018
13. To confirm a date to carry out inspections of Town Council land.
14. To consider requests for sponsorship.
15. Finance:
 - To approve a schedule of accounts for June 2018.
 - To note bank reconciliations up to the end of May2018.
16. To consider the expenditure of £250.00 for the completion of a data audit and associated report.
17. To consider expenditure to repaint the lettering on the war memorial in Cleator Moor Square.
18. To consider expenditure on festoon lighting.
19. To consider a financial contribution to the Pride of Place Public Realm Scheme.
20. Items for inclusion on the next agenda. Please note decisions cannot be made on these items until formally included on an agenda.
21. To approve the date of the next meeting scheduled for 10th July 2018.

DRAFT MINUTES OF THE ANNUAL MEETING OF

CLEATOR MOOR TOWN COUNCIL

HELD ON TUESDAY 15th MAY 2018

At 7.00pm, in CLEATOR MOOR TOWN COUNCIL BUILDING

Present Cllr L Adair
 Cllr P Burns
 Cllr M Donwood
 Cllr N Ford (Chair)
 Cllr D Hully
 Cllr J Hully
 Cllr L Jones-Bulman
 Cllr M Messenger
 Cllr D Riley
 Cllr R Wood

Mrs H Gilmour (Clerk)

In attendance were Cumbria County Councillors F Morgan and A Lamb, Copeland Borough Councillor D Banks and members of the public Mr O Dorgan and Mr R Mulholland.

075/18 Election of Chairman for council year 2018/19.

Resolved that Councillor Ford be elected Chairman for the forthcoming year.

076/18 To receive the Chairman's Declaration of Acceptance of Office.

The declaration of acceptance of office was duly signed.

077/18 To appoint a Vice Chairman for council year 2018/19.

Resolved that Councillor Wood serve as Vice Chairman for the forthcoming year.

078/18 For members to complete and sign a notification by member of a town council of pecuniary and other registrable interests.

The opportunity to review and revise individual member's pecuniary and other registrable interests was provided. New forms were completed.

079/18 To receive apologies for absence.

Apologies have been received from Copeland Councillor H Branney.

080/18 To confirm the eligibility to exercise the "General Power of Competence."

Members noted that the criteria to exercise this power continued to be fulfilled.

081/18 To confirm a representative to other bodies within the town;

Members resolved to nominate councillors as follows to represent Cleator Moor Town Council at particular meetings:

- Three Tier Meetings - Councillor Ford
- Chamber of Trade - Councillor Ford and Councillor Moores
- Health Watch - Councillor Ford and Councillor Jones-Bulman
- Sustrans Partnership Board - Councillor Ford and Councillor Wood
- Regeneration North East Copeland - Councillor J Hully
- Patient Participation Group - Councillor Messenger and Denwood
- Youth and Community Centre Board and Phoenix Youth Project - Councillor Messenger
- Town Team/Community Interest Company - Councillor Ford, Moores and Riley
- Pride of Place Public Realm Group - Councillor Jones-Bulman - with Councillors Ford and Hully and Mrs H Gilmour as reserves.

082/18 To approve and sign the minutes of the meeting held on 10th April 2018.

Resolved that the minutes of the meeting held on the 10th April 2018 be approved and signed.

083/18 Declarations of Interest, on items of the agenda.

Councillor Ford declared an interest in the Community Interest Company, the Chamber of Trade, Sustrans, West Cumbria Community Foundation, West Cumberland Hospital Project Board, Mr R Mulholland - Floss Meadows, Town Hall, Cumbria Association of Local Councils/National Association of Local Councils and Healthwatch.

Councillor Messenger declared an interest in Exchange Corner NW and Phoenix Youth.

Councillor Denwood declared an interest in Exchange Corner NW, Home Group and Cleator Caring Moor.

Councillor J Hully declared an interest in Planning, Regen North East Copeland, Copeland Borough Council, Mr Mulholland and Blue Skies.

Councillor Jones-Bulman declared an interest in Planning- CBC, Mr Mulholland and Blue Skies.

084/18 To consider the co-option of Mr O Dorgan to serve on Cleator Moor South.

Mr Dorgan outlined his wish to support improvements in the town and to support youth activities and participation. Members resolved to Co-opt Mr O Dorgan to serve Cleator Moor South Ward. Councillor Dorgan was welcomed.

085/18 Public Participation/Elected Officer Participation.

Councillor Banks informed members he had attended the Copeland Open for Business Conference which was held recently. He stated that it was very uplifting to hear such positivity in the Borough.

Councillor Morgan gave an overview of traffic speeds/volumes around the Borough. An example being the vehicle figures passing through Keekle on a daily basis were just 3-4000 less than the daily figures on the A595. The figures are indicating that the A595 is not being used as it should be. These surveys will be used to highlight the problem to Highways England and to help put pressure on for Highways England to address the problems. The cost of wear and tear on the minor roads due to the increase in traffic is born by Cumbria County Council.

The County Council community grants system has been reviewed and a number of priorities identified, including the not in education, employment and training (NEET) sector, enabling IT access, public health priorities, food poverty and alcohol consumption. Councillor Morgan stated Cumbria County Council is delivering services for £36 per population head compared to £179 in the City of London, £131 in the Borough of Chelsea and £133 in the Borough of Westminster. This comparison highlights the inequality and difficulty Cumbria County Council is facing.

Councillor Morgan advised that the County were working to secure a new lease for the Wath Brow and Ennerdale Anglers for use of Longlands Lake and open access for the public during this financial year.

Councillor Lamb informed members that residents in Red Beck Park appeared to be finding individual solutions to the flooding problem. He agreed to keep members informed of progress with this issue.

Councillor Riley advised that discussion was ongoing with Sellafield Ltd to use the Kangol site as a park and ride facility.

086/18 To review Planning Applications and to discuss other planning matters

Members reviewed the following applications and recorded no objections:

- 04/1/2156/OF1 - Proposed Single Storey Extension - 48 Trumpet Terrace - Mr Hetherington
- 04/1/2167/OF1 - Replacement dwelling type (of a dwelling approved under 4/17/2238/OR1 - Mill Hill - Mr G Reed
- 04/18/2170/OF1 - Solar Panels to the development under construction - former Methodist Church site - Mr P Smith

- 04/18/2176/OF1 - Change of use of former police station to a dwelling house, High St- Mr A Dunsmoir

087/18 To review correspondence.

The following correspondence was reviewed:

Date Rec'd	From	Regarding	Action
12/04/2018	CCC - F Morgan	Potholes - Position Statement	For information
14/03/2018	CCC - A Lamb	Traffic Survey around Rheda Park	For information
18/04/2018	CBC - J Blake	Fly Tipping - Land of Ennerdale Road	For information
18/04/2018	CBC - M Key	Kangol Mill - Condition of the building	For information
01/05/2018	CALC	May Newsletter	For information
01/05/2018	CCC - F Morgan	What's On In Copeland Libraries	For information
02/05/2018	Cumbria Organic	Volunteering Opportunities	Circulated to Members
04/05/2018	CBC - J Betteridge	Letter of thanks for supporting with the distribution of recycling box lids	For information
08/05/2018	Lake District National Park Authority	Notice of Public Consultation - Living Lakes Your Local Review 08/05/2018-29/06/2018	For information
09/05/2018	CBC	Coastal Partnership and Coastal Community Newsletter 7	For information
10/05/2018	Mr R Mulholland	E-mail regarding the supply of council documents	Circulated to Members
14/05/2018	CBC - A Clark	CBC Newsletter - May	Circulated to Members
14/05/2018	Mr A Francis - Resident	Notification of youth problems around St John's Church and damage to property	E-mail forwarded to Cumbria Constabulary
14/05/2018	Mr A Francis - Resident	Grass Cutting issues at St John's Church	For information - to be addressed

			through the Lengthsman Scheme
14/05/2018	Lake District National Park Authority	Consultation posters - for display	For information
15/05/2018	Cumbria Constabulary	Police Update - April	Circulated to CMTC members
Various	CCC	<p>Press Releases</p> <ul style="list-style-type: none"> • Foster carers in the west of the county share their reasons to foster in new campaign • Over 96% of children starting primary school this year in Cumbria offered their first choice • Media invite: Cumbria Fire and Rescue Services supporting "Be Aware" campaign • Dozens of Cumbrian schools geared up for the Big Pedal • Bikeability cycle training delivered to over 5000 young people in Cumbria • Volunteers needed for Summer Reading Challenge • Committed to keeping vulnerable adults safe, new safeguarding head • Autism friendly library launches in Whitehaven • Council's reablement service rated "Good" by CQC inspectors • Ceremony marks "topping out" at campus 	

Planning Applications will be available to view between Monday and Thursday, 9.00 a.m. to 3.00 p.m. and are also available on the evening of the Ordinary Parish Meeting at 6.00 p.m.

		<p>Whitehaven</p> <ul style="list-style-type: none"> • Foster care transforms lives is the message from the county council during this year's Foster Car Fortnight • More than 10,000 Cumbrian children and parents to take part in walk to school week 2018 • New Copeland Care Home taking shape • A spring clean could save your life. 	
--	--	---	--

088/18 To receive the Clerks report

- Allotment rents continue to be received. Only four outstanding at this point in the year. Reminders have been issued.
- A meeting has been arranged to discuss Remembrance Day with the local clergy and representative from the Royal British Legion. An invitation for the Chair and Clerk to attend a meeting with the Mayor of Copeland has been received.
- A contribution of £193.25 from Regen North East Copeland has been received. This represents 10% of the costs to repaint the exterior of the Town Council building. A letter of thanks has been issued.
- A post on Cumbria Exchange web site has invoked a response from a local business man to repaint the wall at the Bighill. Works have yet to be scheduled but are likely to take place at the end of June.
- Clerk advised members that a new set of model standing orders have been issued. The Town Council will need to review and adopt this document at a later date.
- A local contractor has been approached to supply a quote to address Japanese knot weed on Town Council land.

089/18 To review the Boundary Commissions recommendation for changes to the parish boundary at Borough Council level and the changes to wards within Cleator Moor Parish Council at parish level.

Resolved to re-register the Town Council's objections to removing Cleator from the parish of Cleator Moor at Borough Council level and to confirm Copeland Borough Council's resolution to retain the areas of Cleator and Cleator Moor in one parish.

090/18 To receive the internal auditors report for financial year 2017/18.

Resolved to receive and accept the internal auditors report for the financial year ending on 31st March 2018.

091/18 To approve the Annual Governance Statement for the Annual Governance and Accountability Return 2017/18.

Members reviewed the Annual Governance Statement for the Annual Governance and Accountability Return 2017/18 and resolved to approve the statement.

092/18 To consider the Annual Accounting Statement for the Annual Governance and Accountability Return 2017/18.

Members reviewed the statement.

093/18 To approve the Annual Accounting Statement for the Annual Governance and Accountability Return 2017/18.

Resolved to approve the statement for the Annual Governance and Accountability Return 2017/18.

094/18 To sign and date the Annual Accounting Statement for the Annual Governance and Accountability Return 2017/18.

Resolved that the document be signed by Chair - Councillor Ford.

095/18 Finance

Resolved to approve the following payments of accounts for May 2018.

Name	Voucher Number	Cheque Number	Amount
Civic Hall and Masonic	15	302965	90.00
Royal British Legion	16	302966	250.00
E.On	17	302967	174.45
Cumbria Association of Local Councils	18	302968	495.00
Shred It	19	302969	95.86
Property and Landscape	20	302970	744.00
Copeland Borough Council	21	302971	58.19
Copeland Borough Council	22	302972	1774.08
Works 4 You	23	302973	401.59
Cumbria Association of Local Councils	24	302974	17.00
Jean Airey	25	302975	124.84
Aquaid	26	302976	42.84
Canon	27	302977	73.09
CBC	28	302978	1774.08
S Kenyon	29	302979	100.00
H Gilmour	30	302980	1476.00
LGPS	31	302981	433.27
C McGee	32	302982	101.79
CNG	33	302983	107.57
TOTAL			£8,333.65

Planning Applications will be available to view between Monday and Thursday, 9.00 a.m. to 3.00 p.m. and are also available on the evening of the Ordinary Parish Meeting at 6.00 p.m.

Resolved to note bank reconciliation for April 2018.

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.

096/18 To approve expenditure for additional services to the existing contract for works with Copeland Borough Council.

Resolved that £465.79 of expenditure to address replanting of the cast iron planter, weed spraying, planting of wild flowers and removal of wreaths be approved. These works to be added to the main contract next year.

097/18 To approve expenditure to redesign and develop the Town Council web site.

Resolved that North Press be appointed to redesign, build and maintain the Town Council site at a cost of £945.00. This service will be reviewed after two years. Clerk to arrange termination of service with existing provider, and work with North Press to redevelop the site.

098/18 To consider and approve expenditure to demolish asbestos garage on town council land.

Three quotes for this work have been sought but to date only one has been received. Members noted the importance of confirming the contractor is a licensed operator for this type of work. Clerk to establish these details and e-mail details to members.

099/18 To confirm subscription to Cumbria Association of Local Councils 2018/19 at a cost of £495.00.

Resolved to continue subscription to Cumbria Association of Local Councils.

100/18 To approve and adopt the 2018/19 National Salary Scales.

Resolved to adopt the revised salary scales.

101/18 To approve the date of next meeting.

Resolved that the next meeting be scheduled for Tuesday 19th June 2018.