

Silloth-on-Solway Town Council
Minutes of a meeting held on Thursday 6 May 2021 at 7.00pm at Silloth Community Hall

Present– Cllr. M. Orchard

Councillors

G. Betsworth (GB), C. Doran (CD), A. Emmerson (AE), S. Graham (SG), V. Hope (VH),
M. Irving (MI), W. Jefferson (WJ), A.J. Markley (AJM), J. Snaith (JS) & G. Wilkinson (GW).

Also present: Wendy Jameson – Town Clerk (WEJ).

907. Minutes Silence	There was a minutes' silence at the start of the meeting for the local community during the current pandemic.	
908. Apologies	Cllr. Cook (working).	
909. Elect a Chairman	Cllr. M. Orchard was appointed as Chairman of the Council.	
910. Chairman's Declaration of Acceptance of Office	The Town Clerk will arrange for Cllr. Orchard to sign his Declaration of Acceptance of Office.	
911. Chairman's Announcements	Two weeks ago Ken Wannop finished working for the Council and the Chairman, Councillor Jefferson and the Clerk met with him and presented him with a couple of gifts from the Council which were gratefully received. The Chairman wished to thank Ken on behalf of the Council for his 21 years of service to the town. The Chairman also thanked the Town Clerk for the amount of work she puts into the Town Council which is far more than people realise and it is often only the Chairman who gets to see some of what is involved. She is a credit to the Council and to the people of Silloth. The Town Clerk thanked the Chairman for his comments which were much appreciated.	
912. Elect a Deputy Chairman	Cllr. G. Wilkinson was elected as Deputy Chairman of the Council. All invitations to events have been accepted. Mark and Graham work together, with Graham representing the Council at events and Mark chairing the meetings etc and thanks were given to Graham by the Chairman. Coming out of lockdown Chairman and Deputy want the opportunity to do good things for the town with the full backing of the Council.	
913. Declarations of Interest	None.	
914. Exclusion of Press & Public	It was agreed that the public be excluded for item 22 on the Agenda.	
915. Minutes	RESOLVED that the minutes of the meetings held on the 19 April and 26 April 2021 be confirmed as a true record and signed by the Chairman.	
916. Committees	a) Appointment of new Committees Accessibility Committee – Cllr. C. Doran is the founder member of the committee. Members to include Cllrs. C. Doran, M. Orchard, G. Wilkinson, J. Snaith, A. Emmerson, G. Betsworth & A.J. Markley.	

	Town Plan Committee – Cllrs. M. Orchard, G. Wilkinson, A.J. Markley, J. Cook, V. Hope, J. Snaith, M. Irving & G. Betsworth. Parks & Open Spaces Committee – Cllrs. M. Orchard, G. Wilkinson, M. Irving, S. Graham, W. Jefferson, C. Doran & J. Cook. Allotment Committee – Cllrs. M. Orchard, G. Wilkinson, J. Cook & V. Hope. Play Equipment Committee – Cllrs. S. Graham, M. Irving, A.J. Markley, V. Hope & W. Jefferson. Staffing Committee – Cllrs. M. Orchard, G. Wilkinson, A.J. Markley, W. Jefferson, J. Snaith & C. Doran. Planning Committee – Cllrs. M. Irving, J. Cook, M. Orchard & G. Wilkinson. b) Review of terms of reference for Committees The terms of reference were noted and agreed. c) Appointment of members to existing Committees See Min 916 a). d) Dates for Committee meetings – Meetings of the Parks & Open Spaces Committee and Play Equipment Committee to be arranged as soon as possible, as we are likely to have a very busy summer. Walkaround on the Green to be arranged as a priority.	
917.	Appointment of Representatives on outside bodies Solway Coast AONB Joint Advisory Committee - Cllr. W. Jefferson. Longcake Education Trust - Cllr. G. Wilkinson. Solway Community Technology College - Cllr. J. Cook. Solway Community Sports Hall - Cllr. J. Cook. Sea Dyke Charity - Cllr. A. J. Markley. Silloth Tourism Action Group – Cllr. J. Cook. Friends of Silloth Green – Cllr. A.J. Markley. Cumbria Coastal Community Team – Cllr. M. Orchard. Silloth-on-Solway Sports Association – Cllr. M. Orchard.	
918.	Standing Orders & Financial Regulations The Town Council is currently using the most up to date versions of Standing Orders and Financial Regulations as provided by the National Association of Local Councils and therefore no changes are required. RESOLVED that the Standing Orders and Financial Regulations be accepted as they are, with no amendments required. Any subsequent amendments required can be brought back to full Council.	
919.	Review of Council's Policies & Procedures RESOLVED that the Council's Policies & Procedures be accepted as they are, with no amendments. Any subsequent amendments required can be brought back to full Council. This is the Town Council's last virtual meeting and enquiries have been made with the secondary school about holding a face-to-face meeting in the school hall which would cost £20 p/h. If everything goes to plan with the lifting of the covid restrictions everything should be back to normal by 21 June and we could delay having our next meeting until then. There was a general feeling of reluctance to resume face-to-face meetings too soon. Cllr. Markley joined the meeting. An informal discussion could take place to ascertain the Council's opinion and make a recommendation to the Council's officer. RESOLVED to delegate any decisions to the Chairman, Deputy and Town Clerk and if there is anything that requires the opinion of the Full Council then an informal meeting would be held via Zoom to get everyone's opinion.	
920.	Risk Management Review The Town Clerk had been unable to carry out a full review of the Council's risk assessments this month and it was agreed to defer the item until the next available opportunity.	
921.	Insurance	

	The Town Council is insured with Inspire (AXA) for buildings and assets etc which is on a on a 3-year long term agreement which was set up in November 2018. Motor vehicles are insured through MS Amlin on a 12-month policy.	
922.	Banking arrangements RESOLVED that the Town Council continue banking with Cumberland Building Society, with Cllrs. G. Wilkinson, M. Orchard, G. Betsworth & J. Snaith as the appointed cheque signatories.	
923.	Asset Register RESOLVED that the Asset Register dated 31 March 2021 be noted by the Town Council which shows Assets to the value of £494,224.	
924.	Accounts for the year ended 31st March 2021 The Town Clerk provided an explanation of the Net Income figure of £42,509. £4,000 was included in the budget for election costs which was not needed this year. £6,000 was included in the budget for Splash Pad costs but due the pandemic the Splash pad was not on during 2020 and there was also a refund of water charges resulting in an underspend of £8,708. Solar panels are to be installed at the Community Hall. There have been delays with the planning but it should be going ahead this year. A grant of £5,000 was received for speed signs which has not yet been spent. There were also a number of other underspends which includes £5,600 for wages, £3,000 vehicle costs, £2,000 play areas, £1,000 Community Hall repairs, £1,000 Tourism & £2,500 public conveniences. RESOLVED that the Accounts for the Year Ended 31 March 2021 are approved and the Chairman is authorized to sign the Annual Governance Statement 2021/22 and the Accounting Statements 2021/22 which form part of the Annual Governance & Accountability Return (AGAR) for the year ended 31 March 2021.	
925.	Appointment of Internal Auditor The Town Council reviewed the effectiveness of the internal audit and were satisfied with the current system. Mr Nick Stamper to continue to carry out the annual internal audit on behalf of the Town Council.	
926.	Budget Details for Financial Year 2021/22 RESOLVED that the Budget for 2021/22 which was agreed by the Council on 11 January 2021 be noted which showed a total funding requirement of £172,995, resulting in a Precept of £172,995 requested from Allerdale Borough Council.	
927.	Annual Subscriptions RESOLVED that the payment of the following annual subscriptions be approved:- a) CALC Annual Subscription 2021/22 of £410.35. b) Local Council Review Magazine subscription £17.00.	
928.	Calendar of Meetings Dates of meetings for the coming year were agreed by the Council which will be held on the first Monday of each month, apart from when there is a Bank Holiday when the meeting will be the following Monday, with no meetings to be held in August & January. Meeting dates are as follows:- 5 July 2021, 6 September 2021, 4 October 2021, 8 November 2021, 6 December 2021, 7 February 2022, 7 March 2022, 4 April 2022 & 9 May 2022.	
	<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 they were instructed to withdraw.</i>	
929.	Quotations The plan is to have the Splash Pad switched on in approx. 8 weeks to coincide with school holidays.	

	The Town Council considered quotations received for a replacement electric cabinet for the Splash Pad controls. Four quotations had been obtained ranging from £1,590 to £3,855. There was also a suggestion of possibly building something from brick. A question was raised about the risk of vandalism. The Town Council agreed to the quotation of £2,025 + VAT from Enclosure Pro Limited for a bespoke Glass Reinforced Polyester (GRP) enclosure which will not rust. Manufacturing time of 2-3 weeks.	
930.	Circus visit A recent email from the circus was discussed regarding the charges for using the Green which has been a considerable increase on the previous year. The Council don't want to be in a position that the circus can't come to Silloth but the Council decided that all events would be charged £350 per day with immediate effect. The Council can't revisit the decision and the circus would be unable to apply to the events fund as they are a business. The Council has two options either the decision stands or a special motion would need to be put forward by four councillors to rescind that decision. If a decision was made to reverse the previous decision, then it should be across the board and relate to all the events. One suggestion was that the circus could sublet and put other rides and attractions on the Green. Another option would be to share the cost between the Carnival and the circus for the days the Carnival is on at the same time. There are also rest days when the circus won't be operating and will therefore not be charged. The Town Clerk is to liaise with the circus and put the above suggestions to them.	
931.	Friends of the Green Friends of the Green have a project to build some raised beds at the Community Garden on the Green for which they have raised the necessary funding. The raised beds will be part of the Green which is an asset of the Council and therefore the Council can reclaim the VAT which would save approx. £1,200 and could be used for other projects. The Town Council will pay the bill, reclaim the VAT and receive a grant from Friends of Silloth Green for the net cost.	
932.	Hybrid Meetings Town Clerk to make enquiries about how to set up our future Council meetings as hybrid meetings which would enable members of the public to access them via Zoom.	

Signed.....

Date.....