

499.	Moment's Reflection There was a moment's reflection at the start of the meeting.	
500.	Apologies Apologies received from Cllrs. J. Cook, W. Jefferson & L. Winter were accepted by the Town Council.	
501.	Declarations of Interest None.	
502.	Exclusion of Press & Public It was agreed that the Press and Public be excluded for items 24, 25 & 26 on the agenda.	
503.	Chairman's Announcements None.	
504.	Minutes RESOLVED that the minutes of the meetings held on the 3 October & 31 October 2022 be confirmed as a true record and signed by the Chairman.	
505.	Public Participation There were no requests from any members of the public to speak at the meeting.	
506.	Schedule of Correspondence, notices, and publications a) Message was received from a Mawbray resident regarding the local bus service etc. The bus service is operated by a private company and there is very little the Town Council can do. Reply to be sent and refer the complainant to Cumbria County Council. b) Silloth Christmas Lights – Email seeking permission to install the lights on the Criffel Street toilet block. The Town Council is happy for the Santa sleigh and sign to go at the Criffel Street toilet block. The tree and nativity scene are to go in the grounds of the church again. The Santa sleigh, sign and tree etc are all on a timer which keeps costs to a minimum. Reply to be sent. c) Cumbria Police – Survey for completion by members of the Council to help identify any issues in the local area. Individual councillors to complete the survey.	WEJ WEJ All Cllrs.
507.	Planning Applications Allerdale Borough Council has approved the following:- Ref No: HOU/2022/0160 Applicant: Mr & Mrs Rowe Proposal: Erection of two storey rear extension, single storey front extension and alterations to existing house Location: 2 Blackthorns, Blitterlees, Silloth, Wigton, CA7 4JP.	
508.	Committees a) The Town Council received reports from the following and considered recommendations made: - Parks Committee – 22 October 2022 – Cancelled due to the weather. Play Equipment Committee – 29 October 2022. The Council allocated £10k in the budget for the last two years and a funding application has also been submitted to Robin Rigg Community Fund	

	for a further £10k. Accessibility Committee – 3 November 2022. (See minute 523 below). Allotment Committee – 5 November 2022. Allotment rents are to increase by 10% this year. b) Cllr. O. Martin was appointed as a member of the Play Equipment Committee. c) Dates for the following meetings: - Parks Committee (re-scheduled meeting) – A date is to be organised for a Saturday morning in November. Town Plan Committee – Town Clerk will speak to Lorraine Smyth and schedule a meeting for later this month, on a Monday evening.	WEJ WEJ
509.	Representatives on Outside Bodies i) Joint Advisory Body (JAC) – A good meeting was had and a lot of discussion. The AONB continue to do what they do. ii) Silloth Tourism Action Group (STAG) – No report. iii) Sea Dyke Charity – No meeting. iv) Longcake Education Trust – Cllr. Wilkinson missed the last meeting. v) Solway Community Technology College & Sports Hall – No report. vi) Friends of Silloth Green – The group continues to thrive with a lot of work being done. Potting shed is going to be done in the next couple of weeks. Funding of £2,800 is to come from the Co-op. Volunteering sessions have been a bit ad hoc due to the weather. Cllr. Doran was asked to pass the Council's thanks on to the volunteers. viii) Sports Association – Minutes of the last meeting were circulated with the agenda. The MUGA is well used. The Parkrun has also been successful in getting a grant of £1k. ix) Silloth Coastal Community Team – No meeting.	
510.	Allerdale Borough Council (ABC) and Cumbria County Council (CCC) Reports Cllr. Markley – Local Government Reform is well underway. The next Tourism Breakfast Briefing is on November 16 which are always well attended. Allerdale is continuing to deliver its services. There are not many potholes left to do and there is no update on when Solway Street is to be done. Beckfoot will be closed this week for essential carriageway repairs and then Dubmill for 10 days later in the month.	
511.	Ground's Maintenance Report A grounds maintenance report was provided, with details of work carried out over the last month. Cllr. Martin suggested the installation of grass matting under the picnic benches as the ground is becoming rutted. The matter is already on the Agenda for the Parks Committee meeting.	
512.	Town Clerk's Report A report was provided by the Town Clerk in relation to work carried out over the last month and matters being dealt with.	
514.	Payment of Accounts It was RESOLVED that the payments listed in the register report to 7 November 2022 be approved for payment.	
515.	Requests for Financial Assistance None.	
516.	Budget 2023/24 Energy contracts need to be checked to find out when they run out. There are a couple of areas at the allotments which need to be cleared and could be costly as there could be asbestos. Price to be obtained. Need to be more vigilant and ensure allotments are left clear when they are vacated. It was suggested that they should be left in a standard condition and fencing renewed etc. It has been suggested previously that an allotment association could be set up which would have provided access to more funding opportunities, but allotment holders were not keen to take on the responsibility. Allotment holders are to be reminded of the terms of their tenancy agreements.	

517.	Events to be held on Town Council property a) Sat 29 July 2023 – Soul on the Green – Silloth Festivals – Clarification to be sought on who Silloth Festivals are and request a copy of their constitution. b) Friends of Silloth Green – Request to periodically sell produce in the vicinity of the Community Garden to raise additional funds for ongoing activities. Produce will not be sold but will be for a donation for items grown on the allotment. The Town Council are happy for FoG to offer for a 'suggested donation' cut flowers and surplus plants in the vicinity of the Community Garden but there needs to be at least one week's prior notice of when an event takes place. Reply to be sent. c) Mon 19 December 2022 - Saturnalia – Hadrain's Wall 1900 – Silloth & Maryport. Application Form, signed Terms and Conditions and copy of the insurance have been submitted. The Town Council agreed to grant permission for the event. Confirmation to be sent. d) The dates for the following events were also agreed by the Town Council and confirmation is to be sent:- Sunday 28th May - Silloth Green Day – Silloth Rotary Saturday 17th June - Silloth Pride – Silloth Rotary 27/28th August - Silloth Carnival – Silloth Rotary 7-10 September 2023 - Silloth Music & Beer Festival	WEJ WEJ WEJ WEJ
518.	Meeting with event organisers and businesses The Town Council considered the points raised at the meeting on 31 October and discussed a way forward. It was suggested that external organisations should still be charged but if they are local the charge should be reduced. If a group is struggling, they are able to apply for the funding back until March 2023. It was also suggested that consideration be given to not charging next year due to the rising cost of living. It was proposed that a charge of £100 per day be made for local events (including Ragnarock) and £350 for external organisations which would be non-returnable. An amendment was proposed of £150 for local events and £350 for external organisations, again non-returnable. A vote took place - 5 votes for the original proposal and 4 votes for the amendment. RESOLVED that local events will be charged £100 per day (including Ragnarock) and external organisations will be charged £350 per day for events on Town Council property, which would be non-returnable. The charges will be reviewed again in 12 months. All events must ensure their paperwork is submitted in plenty of time and the rent needs to be paid prior to the event.	
519.	Big Screen on the Green There have been opportunities in the past for having a big screen on the Green to televise an event and it is suggested that the Town Council consider using some of the event money for this purpose or something else that can be used by the events. One suggestion was for a trailer-based stage but it would need to be stored somewhere or use the funding to enhance the Green. RESOLVED that no big screen be obtained but that the funding be left in the events pot for the time being.	
520.	Silloth's Warm Space In light of the cost-of-living crisis, it was suggested that the Town Council consider creating a Warm Space at the Community Hall on a regular basis over the winter months, possibly on a Monday morning, from 10am-midday. Any Councillors willing to help would be more that welcome. Silloth's Warm Space, with refreshments available. It was questioned if we could work with the library which is already open 21 hours a week but not sure if refreshments could be provided. Funding is available from the Cumbria Community Foundation. RESOLVED that a Warm Space be organised within the Community Hall and start on a small scale.	CD WEJ
521.	Energy Claims RESOLVED that the Town Council approve the terms of the conditional fee agreement with Energy Solicitors Limited in relation to proceedings against Utility Aid regarding a historic claim for undisclosed commissions.	

522.	Councillors' reports and items for future agendas Cllr. Orchard – That thought be given to identifying a site for a bonfire next year. Cllr. Doran – A Silloth Drop-in event will be organised for later this month – date to be arranged.	
	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.	
523.	Quotations – Changing Places Toilet Cllr. Doran thanked the Town Clerk on behalf of the Accessibility Committee for all the work she has done towards the Changing Places project. The quotations for the new Changing Places Toilet (CPT) were considered by the Accessibility Committee at their meeting on 3 November and a recommendation was made. The quotation has also been approved by Muscular Dystrophy UK as meeting the necessary specification for a CPT. RESOLVED that the quotation from Rise Adaptions for the sum of £68,300 be accepted, for the provision of a fully equipped modular Changing Places Toilet, installation, and necessary groundworks. The Town Council also approved the signing of the Grant Agreement with Allerdale for the Government funding towards the project and for payments to be made in stages, with invoices to be provided. Evidence of insurance will also be provided and evidence that maintaining the toilet is to be covered by the Town Council's budget.	
524.	Amounts owing to the Town Council There are currently no amounts owing.	
525.	2022/23 National Salary Award The Town Council noted that the National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2022/23 to be implemented from 1 April 2022. With effect from 1 April 2022, there is to be an increase of £1,925 on all NJC pay points which equates to an additional £1 per hour. With effect from 1 April 2023, there is to be an increase of one day to all employees' annual leave entitlement.	

Signed.....

Date.....