

Silloth-on-Solway Town Council
Minutes of a meeting held on Monday 1 September 2025 at 7.00pm at Silloth Community Hall

Present: Cllr. O. Martin (OM).

Councillors

C. Baty (CB), M. Irving (MI), W. Jefferson (WJ), A.J. Markley (AJM),
K. Orchard (KO) & C. Searle (CS).

Also present: Wendy Jameson – Town Clerk (WEJ) and 7 members of the public.

787. Apologies

Apologies received from Cllrs. J. Cook, A. Emmerson, M. Orchard & J. Scott were accepted by the Town Council.

788. Co-option

No applications have been received for the councillor vacancy on the Town Council. The vacancy will therefore be re-advertised.

789. Declarations of Interest

None.

790. Exclusion of Press & Public

It was agreed that the press and public be excluded for item 28 on the agenda.

791. Chairman's Announcements

It has been a good summer, with no events cancelled due to the weather and the town has been busy.

792. Minutes

Minutes of the meeting held on the 7 July 2025 were agreed and signed by the Chairman as a true record.

793. Public Participation

There were two requests from members of the public to speak at the meeting about overgrown bushes opposite properties on Skinburness Road and ongoing problems with the public. The matter will be considered by the Parks & Play Equipment Committee at the next meeting on 18 September and members of the public are welcome to attend. Any issues with littering and other antisocial behaviour needs to be reported to the Police on 101. Two representatives from Cove also attended the meeting to ask if the car parks on Skinburness Road can be used to provide additional parking for a couple of events they have coming up at Solway Holiday Park which was acceptable by the Council.

794. Schedule of Correspondence, notices, and publications

The schedule of correspondence was noted by the Council.

- a) Email received asking if the Town Council would consider placing a plaque to commemorate the Carlisle to Silloth Railway. Plaque to be placed on the road bridge and a Legend Board near the site of the station. **RESOLVED** that the matter be discussed by the Town Plan Committee at the next meeting on 8 September 2025.
- b) Email from a local resident regarding the condition of the wooden shelter at Skinburness. Parks and Play Equipment Committee will look at it at the meeting on 18 September 2025.

795. Planning Applications

Cumberland Council has approved the following application:-

Ref No: FUL/2025/0006 **Applicant:** Dave Pearson **Proposal:** Demolition of existing dwelling and construction of new self/custom build dwelling, garage and workshop. **Location:** Sandy Lodge, Ryehills Road, Skinburness, Wigton, CA7 4QT

There is another planning application for Good Companions which is a resubmission of a previous application, but the Town Council has not received anything. Town Clerk to check with the planning department and application will be circulated by email.

796. Committees

- a) Minutes from the Finance & HR Committee meeting were noted.
 - 7 July 2025 – Finance & HR Committee.
 - 17 July 2025 – Parks & Play Equipment Committee – Abandoned as not quorate.
- b) Forthcoming meetings: -
 - Sat 6 September 2025 – Allotment Committee at 10am – Cllr. Martin gave his apologies for the Allotment Committee meeting.
 - Mon 8 September 2025 – Town Plan Committee at 7pm.
 - Thurs 18 September 2025 – Parks & Play Equipment Committee at 7pm.

797. Memorial Plaque policy

The Memorial Plaque Policy is simply a rewording of the previous Memorial Bench Policy which has been circulated to members of the Parks & Play Equipment Committee. **RESOLVED** that the policy be formally adopted by the Town Council. The policy has been sent to anyone who has previously expressed an interest in having a plaque and we currently have five plaques ready to install and received applications for another three. Plaques to be distributed over both walls – i.e. top row to be filled on one wall and then the top row on the second wall.

798. Representatives on Outside Bodies

i) Solway Coast National Landscape – Meeting is next week. Everything is running okay and there are no problems. ii) Silloth Tourism Action Group (27/07/25 minutes attached) iii) Sea Dyke Charity – Work is being done to Swinsty farm and a lot of maintenance carried out. iv) Longcake Education Trust – next meeting is in October. v) Friends of Silloth Green – planting, weeding, fundraising and received a grant from the Community shop vi) Sports Association (22/07/25 minutes attached).

799. Cumberland Council Report

A report was received from Cllr. Markley. Work has started on resurfacing Petteril Street and also the pavements which will take a few weeks to complete. The cobbles on Criffel Street will also be getting done in places. Funding has been allocated for Solway Street which is a separate pot of funding and the work is in abeyance for the time being due to the fact there are cobbles underneath.

800. Grounds Maintenance Report

A copy of the grounds maintenance job sheets was circulated to members of the Council listing all the work carried out over the last two months which were noted by the Town Council.

801. Town Clerk's Report

A report was provided by the Town Clerk regarding work carried out over the last two months which was noted by the Town Council. No holidays taken due to the constant issues relating to the pay to access toilets – dealing with the public and contractors etc.

802. Payment of Accounts

RESOLVED that the payments listed in the register report to 1 September 2025 be approved for payment, with an additional payment of £30 to add to the list for window cleaning.

803. Requests for financial assistance

Requests were received from Citizens Advice and Coastal Walk challenge in aid of NorthWest Air Ambulance for financial assistance. **RESOLVED** that no funding be provided as there is no budget for this.

804. Annual Governance and Accountability Return for the year ended 31 March 2025

On the basis of the review by the External Auditor, the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practise and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met. Under other matters not affecting their opinion, they pointed out that the notice advertising that the announcement of the Period for Public Rights was put up before the Council approved the AGAR. The notice was posted on 8 May 2025 but should have gone up the day after the meeting at which the AGAR was approved i.e. 13 May 2025. Noted by the Town Council.

805. 2026/27 Budget

The railings around the Community Hall need paint. Price to be obtained for sand blasting the railings before having them painted. It was suggested that any surplus funding from the Splash Pad expenses be transferred to maintenance which will be looked at the budget is done.

806. NJC Pay Agreement

Agreement has been reached by the National Joint Council for Local Government Services (NJC) on rates of pay applicable for the period 1 April 2025 to 31 March 2026. The new pay rates have been increased by 3.2% per annum and will be backdated to 1 April 2025. As Council employment contracts state that employees are paid in accordance with the National Joint Council (NJC) for Local Government Services, the increase was noted by the Town Council.

807. Rents for the use of the Green

The Town Council discussed the rent organisations must pay for the daily use of the Green, with a proposal to set the daily rate for out-of-town organisations to the same amount as Silloth organisations which is £100, as it was suggested charging £350 is not working and nobody is prepared to pay this amount. Cllr. Baty had been in contact with James Richards circus. There have been very few enquiries from organisations wanting to use the Green. The availability of the Green needs to be advertised more which could generate more revenue. Cllr. Martin has tried to get Taste Cumbria on the Green via Cumberland Council. Need to be careful of what events are put on the Green and know how they are organised but there could be a couple of new events for next year. The Town Clerk provided an update on the events pot which had previously been built up from rental income in 2021/22 & 2022/23 from the Green. Some grants were given to the Sports Association, Silloth Parkrun & NADT, expenses paid for the Spring into Silloth event and £10k used towards the 2024/25 budget to keep the precept down, with the balance absorbed by the increase in utility costs in 2024/25.

After some discussion, two proposals were put forward and voted on, the first being to reduce the rent charged to outside organisation to £200 per day and secondly to keep the rents the same but for the £350 to be discretionary, if the Council receives a request for a smaller event from an outside organisation. A voted was taken it was **RESOLVED** that the rents stay the same at £100 for Silloth organisations and £350 for out-of-town organisations but for the £350 to be discretionary, if the Council receives a request for a smaller event from an outside organisation

808. Events to be held on Town Council property

a) Dates for the following events were approved by the Town Council: -

- 2nd & 3rd May 2026 – R&T Football Tours
- 23rd & 24th May 2026 – R&T Football Tours
- 23rd – 25th May 2026 – Silloth Green Day weekend
- 27th June 2026 – Silloth Pride
- 25th July 2026 – Soul on the Green
- 30th & 31st August 2026 – Silloth Carnival

b) The Town Council considered any issues arising at events held during 2025 and any action required. The main issue has been the condition of the toilets at certain events. After some discussion the following was agreed: -

- Event organisers need to monitor the condition of the Criffel Street toilets, keep a regular check on them, provide extra toilet rolls & soap, and keep them topped up.
- It is their responsibility to keep the toilets clean and make their own arrangements to have them cleaned etc during the event.
- For drinking events, a minimum of 10 Portaloos are required to deal with the extra demand.
- Portaloos also need to be emptied and serviced regularly.
- If a portable urinal is provided, it needs to be screened.
- The pay to access gates at Criffel Street are to be left open and there will be no charge for access when there are events on the Green by local organisers. The Town Council only charges a nominal rent for the use of the Green and by doing so is supporting the events.

Vote taken – 5 for, 1 against and 1 abstention. Agreed.

- c) The Town Council agreed to reducing the time required to apply for an event on the Green from 8 weeks to 6 weeks, as it was suggested that some people had decided to abandon their ideas for events on the Green because the amount of notification required was far too long.

809. The Crofts & Esk Street

Copies of Land Registry plans have been sent to Home Group confirming that they are the owners of the various grassed areas in the Crofts and Esk Street. Copies of documentation showing which areas have been adopted have been requested. Currently awaiting a response from their Legal Team but in the meantime Home Group have arranged for the grassed areas to be cut. It needs to be monitored to ensure the grassed areas are getting cut. Cllr. Martin will speak to Cove about cutting the area of grass on Skinburness at the entrance to Cove.

810. Sign on Criffel Street toilets

RESOLVED that the existing toilet sign on the front of the Criffel Street toilets be replaced and updated.

Consideration to be given to providing cover or a separate mobile number to enable the Town Clerk to take time off without interruptions. To be brought up at the staff appraisal and discussed further.

811. Pay to access toilets

The Town Clerk provided an update on the installation of the access control equipment at the public conveniences and the issues that have occurred as a result. Some issues have been resolved by Danfo and others will never be resolved, as people will always find a way not to pay. The only credit note received to date was for £64.72 for May-June 2025 for the Criffel Street toilets but an update has been requested from Danfo and a full report will be provided for the next meeting. There have been several complaints about the decision to charge for the use of the toilets and about the cleanliness which tends to be when we have had busy days on the Green. It was agreed that a standard reply be drafted to deal with any complaints to explain the reasons why the decision has been made to charge due to the costs of running the facilities. **RESOLVED** that dusk to dawn lights with motion sensors be added to the outside of Sea View and Skinburness toilets, alarm pull cord to be moved next to the toilet, new exterior bell and a motion sensor added to the interior light at the Skinburness toilet.

812. Promenade

An update was provided on the refurbishing of the benches on the Promenade which is going to cost approx. £625 per bench – to replace the boards with recycled boards and to restore & repaint the ends. The total cost of refurbishing 20 benches will cost approx. £11-12K. Cumberland Council have offered a 50% contribution which would also mean the Town Council taking over the long-term maintenance responsibility. **RESOLVED** that this is not acceptable to the Town Council and a reply be sent to Cumberland Council.

813. Councillors' reports and items for future agendas

None.

814. Amounts owing to the Town Council

The Town Clerk provided an update on amounts owing to the Town Council.

Signed..... Date.....