

**MINUTES OF A MEETING OF MILLOM TOWN COUNCIL HELD ON WEDNESDAY
24th NOVEMBER 2021 AT 07.30PM IN THE METHODIST HALL**

155/21: DECLARATIONS OF PECUNIARY INTEREST:

No declarations of pecuniary interest were received.

156/21: ACTIONS UPDATE FROM PREVIOUS MEETING MINUTES/TO REVIEW ANY INCOMPLETE ACTIONS:

The clerk reported that all her and the RFO actions had all been completed apart from adding on to the agenda for November the following, which now will be added to the next Full Town Council agenda in January: White Rock Signage and Millom Heritage Triangle.

157/21: TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 27th OCTOBER 2021:

A draft copy of the minutes had been circulated to all councillors for their perusal and amendment if required. Following the circulation, it was proposed and agreed that the minutes be signed accordingly as a true and correct record.

158/21: TO APPROVE AS A TRUE RECORD THE MINUTES OF THE FINANCE MEETING HELD ON 23RD NOVEMBER 2021 PRIOR TO THE TOWN COUNCIL MEETING:

A draft copy of the minutes had been circulated to all the finance committee for their perusal and amendment if required. Following the circulation, it was proposed, seconded and agreed that the minutes be signed as a true and correct record

159/21: OPEN TO MEMBERS OF THE PUBLIC:

No members of the public had attended the meeting.

160/21: A SHORT PRESENTATION FROM MR DAVE BAKER:

The mayor welcomed Mr Baker who gave a short presentation on his previous experience as a member of a group of business men and traders from Rochdale who got together to birth a global movement of co-operation, pioneering new ways of behaving and relationships giving support to the wider communities in developing a strengthened focus on relationships, seeking ultimately to improve quality of life for everyone. The mayor thanked Mr Baker for his interesting presentation and as he lived locally now would put him in touch with other bodies that might help him to establish contacts going further. **Action: Mayor to liaise with Mr Baker with contact details**

161/21: CUMBRIA COUNTY COUNCIL:

The clerk informed the councillors that the local representatives from CCC had nothing to report on this month.

Items 25 & Item 18 on the agenda proceeded to be discussed – comments below in order of agenda items.

162/21: COPELAND BOROUGH COUNCIL:

Cllr McGrath – *Look at it!*

163/21: MILLOM TOWN COUNCILLOR AND CLERK'S UPDATE:

The Clerk's report had been circulated in the working papers.

164/21: REVIEW OF POLICIES AND PROCEDURES:

The following policy had been circulated to the meeting for approval and signing as follows:

- **Standing Orders**

It was proposed by Deputy Mayor Cllr Kelly and seconded by Mayor Cllr Peter that the Standing Orders be accepted by the Town Council and it was duly signed subject to the proposal that at the next review of them it was agreed that we look at the orders becoming gender neutral.

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PRESENT: Cllr R Peter (in the Chair), Cllr R Kelly, Cllr B Crellin, Cllr G McGrath, Cllr G Brace, Cllr R Pattinson, Cllr S Faulkner, Cllr J Brown, Cllr D Burness, Cath Jopson and RFO/Assistant Clerk Liz North

Before the commencement of the Meeting the Mayor gave thanks to Cllr McGrath and RFO Liz North for all their time and help in preparing the budget/precept forecast for the meeting.

153/21: APOLOGIES:

Apologies were received from Cllrs A & T Dixon, Cllr Donnelly and Cllr Crellin

154/21: MAYOR'S ANNOUNCEMENTS:

The following mayor's announcement had been circulated to all councillors for their information it read as follows:

I thought it might be interesting to list a few of the major projects Millom Town Council have complete this year in conjunction with our normal day-to-day work. There is not room to list everything here, but you can see a longer one on our Facebook page or on The Town Council website. All this has been completed whilst dealing the covid restrictions:

- Completed the major project with Playdale to transform the play areas at Millom Park
- Taken on an extra part-time worker to help to carry out street cleaning, park maintenance and small projects work
- Liaised with H.M Prison to direct outside working parties to projects such as footpath clearance, roadside weed removal and other works.
- Been successful in securing funding through a CCC Grant to resurface Church Walk and Sandham Lane to Haverigg Road footpath
- Despite not being responsible, Millom Town Council arranged privately for the New Road verges to be cut back as well as footpaths at Devonshire Road and Mainsgate Road

Trialled a new, longer bus route around Millom and Haverigg with Ricky's Travel, although this was not used enough and the original timetable has been restored

- Set up an Environment Committee to ensure that Millom Town Council are aware of 'green issues' and take appropriate measures where it can

Our Clerks take note of a huge number of queries from the public and which are very often to do with issues which are the responsibility of Cumbria County Council and Copeland Borough Council who do not have active local contact points. They always pass on the information to the relevant CCC and CBC departments and inform our Councillors of anything where Millom Town Council might be able to help.

I would like to thank our clerks and other employees for their hard work, not to mention, of course, each and every councillor.

I wish you all a Happy Christmas, a Happy Hannukah and a great New Year.

Following a request from Cllr McGrath proposing that the following items on the agenda be brought forward as they would take a long time to discuss, these were: Item 18 – GDF Partnership and Item 25 – Accounts, the Mayor agreed for them to be moved up on the agenda.

The mayor once again thanked RFO Liz North and Cllr McGrath for all their hard work preparing the documents for discussion. Cllr Brown also thanked them for the draft documents which were easy to understand.

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166/21: TOWNS FUND BID UPDATE:

Cllr Kelly informed the council that an exhibition is to be held at the weekend 28th – 30th November in the Lighthouse Centre, Haverigg to gauge the opinion of local people on each of the short-listed projects for the Iron Line.

Concern was raised by council at the lack of communication and lack of information to local councils by the Town Fund Board. Cllr Kelly stated that the board members themselves were also of the opinion information ~~too~~ *was an issue* *26/1/22*

Cllr Jakubowski informed the council that an on-line survey was going live to gauge the opinions of local people on the proposed new health and well-being centre. She also informed the council that she would be outside of Tesco with hard copies of the survey for those that have no electronic communication.

167/21: ENVIRONMENT PARTY COMMITTEE:

Minutes from the last Environment Committee which was held on 4th November had been circulated to all councillors within the working papers for their information and update.

168/21: COPELAND PLAN:

No updates in relation to the Copeland Plan other than what had been circulated to all councillors prior to the meeting if anything had been received.

169/21: DUDDON BRIDGE ISSUES:

Cllr Brace stated that he felt that there had been a degree of mixed messaging from official and unofficial sources on social media during the last heavy rainfall when both the Muncaster and Duddon Bridges were closed at the same time. He had particular concerns about access for emergency services during that time. He would like Councillors to agree to the Clerk contacting CCC to discuss the matter in anticipation of future incidents.'

It was proposed, seconded and agreed that the clerk contact CCC asking what their evacuation policy was and perhaps ask what if any the local HMP Policy and CBC Policy was for evacuation.

Action: Clerk to arrange meeting in the new year to discuss the updating of the town emergency plan. Clerk to contact CCC Highways, HMP Haverigg and CBC to enquire what their evacuation policies are.

170/21: UPDATE ON TOWN PLAN:

No further updates available on the Town Plan. Cllr Burness reported that at the last A&R meeting she recommended that due to lack of any other groups interest in helping with the plan she felt that it would better be served by coming back to the council and work in-house and perhaps inviting others to join as the need arose.

171/21: UPDATE FROM A& R MEETING:

A copy of the recent A&R Meeting held on 8th July 2021 had been circulated to all councillors for their information.

172/21: GDF PARTNERSHIP:

Cllr McGrath informed the council that the recent copy of the South Copeland Partnership Agreement by councillors needed to be actioned quickly. It was proposed that a meeting with the representative Kelly Anderson be arranged as soon as possible to get more information with this regard as it was imperative to sign up to this to access the grant monies available

Cllr McGrath stated that following the A& R meeting where it was agreed by all that the Haverigg area should be considered first for funding. Cllr McGrath asked Cllr Jakubowski if she would help go forward with the proposed grant as a considerable amount of work on these projects had already been carried out.

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After a lengthy discussion it was proposed to have an extraordinary meeting before Christmas. This was seconded by Cllr Billing. **Action: Clerk to arrange meeting**

173/21: UPDATE ON CHRISTMAS MARKET:

The minutes from the meeting held on 18th October had been circulated in the working papers for information.

174/21: HAVERIGG ISSUES:

- Haverigg Café
The clerk informed the councillors that the essential electrical work would be carried out when the café is closed during the Christmas holiday.
- Haverigg Toilets:
The clerk informed the council that all the electrical works had been carried out at the Haverigg toilets and certificates received for the works.

175/21: MILLOM TOWN/ PARK ISSUES:

- a) Danger Signs at White Rock:
Cllr McGrath informed the council that the sign had been made but as yet not erected, he stated that he has spoken to CBC and informed them to go ahead and erect the sign as soon as possible.
- b) Church Walk Refurbishment:
The clerk informed the council that she was still waiting for the contractors to start. She anticipated that it would commence within the next 3-4 weeks.
- c) Millom Toilets:
The clerk informed the council that work is to commence on the electrics on 30th November when the toilets will have to close for 1-day, they also stated that the lights etc will be on a timer, hence, the lights will be turned off electronically. **Action: Clerk to arrange for closure notices be erected.**
- d) CCTV:
The clerk informed the council that the extra CCTV cameras had been installed and thanked Cllr Jakubowski for overseeing this. Cllr Jakubowski stated that she had asked about remote access and it was stated that some form of router would be needed to do this. Cllr Dixon at the A & R Meeting thought that this has been dealt with when the original contract was put in place. **Action: Clerk to look at original contract and inform Cllr Jakubowski of details**
- e) Millom Town Planting Scheme:
Cllr McGrath raised his concern about the amount of money spent on Christmas Lights but nothing had been set aside for planting. He stated that a provision had been put into the budget to address this and all the councillors agreed to go ahead with this project. Meetings with HMP, Open Spaces and Lengthsman Scheme have been arranged to see what they could offer the town council going forward.

176/21: CORRESPONDENCE RECEIVED FOR ACTION/INFORMATION:

All correspondence which had been received was circulated to all councillors for their information, list of this within the clerk's report.

177/21: PLANNING:

The following planning application had been received and circulated prior to the meeting for comments:

- **4/21/2470/001 – Erection of one Dwelling – Land to Rear of Holborn Hill, Millom (Outline Application for the Erection of one dwelling with all matters reserved)**

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- **4/21/2488/OF1 – Single Storey Extension to Rear and Side Elevations and Porch to Front – 30 Mainsgate Road, Millom**

The council had no objections in principle to these applications. **Action: Clerk to inform CBC Planning on council's decisions.**

174/21: CLERK/RFO WORKING HOURS:

It was agreed that this matter be better dealt with by a working party. The following are to be members of the working party and a meeting to be arranged as soon as possible. **Action: Clerk to arrange working party meeting.**

175/21: ACCOUNTS:

a) **Budget:**

The councillors were given copies of the proposed budget and precept for discussion. Cllr McGrath proceeded to explain the figures and answered any questions raised from this. Cllr McGrath informed the council that although the council had a lot of additional expenses this year with repairs and renewals the overspend was circa £5k. Going forward he stated that as the toilets, café, office moving costs were now up to date these costs would not be needed.

Following an in-depth discussion, it was proposed by Cllr G McGrath that we adopt and accept the budget. This was seconded by Cllr J Jakubowski that the budget figures be accepted. This was unanimously agreed by all councillors.

Following the extensive discussion with questions and answers Cllr Billing stated that the Finance Committee had given him confidence that the committee has looked into things in great detail, all agreed. The mayor once again thanked Cllr McGrath and RFO Liz North for all their hard work in preparing the figures for the budget.

b) **Precept:**

Following the budget discussion Cllr McGrath proposed that a precept rise of circa 2% be adopted instead of the 4.8% needed to balance the budget and the shortfall be funded from Council's reserves, this is due to the current pressures on families with utility bills etc escalating. It was agreed

An extraordinary meeting prior to the council meeting in January to be arranged so that it is in line with precept regulations. **Action: Clerk/RFO to arrange meeting**

176/21: ANY OTHER BUSINESS:

The following to be placed on the next agenda for discussion:

- Millom Heritage Triangle
- White Rock Signage update

There being no further business the meeting closed at 09.29pm.

Signed:  (Mayor) Dated: 26.01.2022

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ACTIONS:

- 160/21: Action: Mayor to liaise with Mr Baker with contact details
- 166/21: Action: Clerk to arrange meeting in the new year to discuss the updating of the town emergency plan. Clerk to contact HMP and CBC to ask what their evacuation policies are.
- 170/21: c) Action: Clerk to arrange closure notices for Millom Toilets
d) Action: Clerk to look at original contract and inform Cllr Jakubowski of details
- 172/21: Action: Clerk to reply to CBC regarding the planning applications
- 173/21 b) Action: Clerk/RFO to arrange meeting to discuss final figures for precept
- 174/21: Action: Clerk to arrange working party meeting.
- 176/21: Action: Clerk to place on the next agenda for discussion
Millom Heritage Triangle
White Rock Signage