

**MINUTES OF A MEETING OF MILLOM TOWN COUNCIL HELD ON WEDNESDAY 26TH FEBRUARY
2020 AT 7.30PM IN MILLOM GUIDE HALL**

PRESENT: Mayor Cllr Angela Dixon (AD), Cllr Ruth Peter (RP), Cllr Janice Brown (JB), Cllr Barbara Crellin (BC), Cllr Tess Fitzwilliam (TF), Cllr Jenn Jakubowski (JJ), Cllr Richard Pattinson (RPat), Cllr Graham Brace (GB), Cllr Simone Faulkner (SF), Cllr Tony Dixon (TD), Cllr Rebecca Cummings, Cllr Ged McGrath CBC, Sam Woodford CBC Conservation officer, Clerk Vicky Bradley, Asst Clerk Cath Jopson, and 1 member of the public

214/19 APOLOGIES: Cllr D Billing, Cllr R Kelly and Cllr S Carter

215/19 MAYORS ANNOUNCEMENTS: Cllr Angela Dixon wants the council to keep moving forward there is to be a lot of changes over the next few months, one being the building move. We are going to look at the old Home Group offices on 12th March at 10am to see about the possibility of using it as our offices, all councillors and clerks are welcome to attend.

Cllr Dixon is going to go through previous minutes to ensure all actions have been carried out by the appropriate member and to pick up any that haven't been completed.

Cllr Dixon and Cllr Peter have had meetings with Gillian Elliott regarding a possible office share with CBC over at the Hub and also to chase up some information regarding the resurfacing of Haverigg Main Street; hopefully this will be done in the summer holidays. The Mayor has some issues regarding the A&R and sub park committees and would like these to be combined into one meeting and only relevant councillors invited in order to avoid duplication and keep projects moving, the clerk will send out agendas for the next A&R to the relevant members.

The Towns bid board have met again and the post for a regeneration officer has been advertised, this person will be employed by MTC and we will be reimbursed by CBC to cover the post, there are no official government guidelines surrounding the bid yet these are due around Easter and the bid needs to be ready by the summer. It is thought that the funds will be given based on the population of the town, Catherine Little from CBC is the contact for this, the next working group meeting is 16th March and the next towns board meeting is 9th March.

216/19 DECLARATIONS OF INTEREST: None received.

At this point item number 6 – open to the public was moved to allow the CBC Conservation Officer to speak so he could travel back

217/19 OPEN TO THE PUBLIC

Sam Woodford from CBC gave a brief overview of the conservation plan that is due to be consulted on from 3rd March till 31st March 2020. This is being reviewed as there is very little information available in the design guide for Millom's Conservation Area. The consultation will be available online; paper copies will be available from the Library, Millom Hub. He is holding a drop in session at Millom Library on 17th March all are welcome to drop in.

Mr Woodford left the meeting.

**218/19 TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 29th
JANUARY 2020**

Cllr T Dixon, pointed out a typo error, and the actions relating to the ward inspections would

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be covered later on under item, 16. Cllr J Brown proposed and Cllr T Fitzwilliam seconded – Cllr A Dixon signed as a TRUE record. All AGREED.

**219/19 TO APPROVE THE MINUTES OF THE SUB PARK COMMITTEE MEETING HELD ON 30TH
JANUARY 2020**

Cllr J Brown proposed and Cllr A Dixon seconded – Cllr J Jakubowski (as chair of subcommittee) signed these as a TRUE record, all agreed. Cllr R Cummings wanted clarification that this committee is now to be combined with A&R - AGREED

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220/19 CUMBRIA COUNTY COUNCIL – Update from County Councillors

No updates have been received by the clerk.

221/19 COPELAND BOROUGH COUNCIL – Update from Copeland Councillors

Cllr G McGrath apologised for not attending many meetings due to family issues. He gave an update on the Footway Lighting proposals and informed us that he is opposed to the idea of moving the responsibility down to parish level and so are many others, and this has been made clear to Mayor Starkie, he believes that it should remain part of the borough budget and a small rise in the budget would possibly keep these maintained.

Cllr McGrath also stated that there is devolution in the county with possible upcoming CCC elections and new governance the CCC/CBC districts would go from 6 to 2 which should put more money into the county, this move could bring forward any elections. The Mayor of Copeland is holding a social inclusion meeting this week.

Cllr McGrath responded to our letter regarding attendance by Copeland Councillors, he alone has 8 parish councils to try and attend meetings so not always possible to get to every meeting and asked if it was possible that the draft minutes of our meetings could be sent to the 5 Copeland Councillors for review and then if they can assist with any issues they will endeavour to do so. **Action: Clerk to e-mail draft minutes and any letters that go to CBC to be cc to our reps**

Cllr J Date is working with members on the ongoing pump issues

Cllr McGrath also gave a brief update regarding the Copeland Centre, this was built under a PFI contract so CBC are restricted on how the building can be used and let out, this costs them 1.7m per year and they receive £900k from the government. They are trying to buy themselves out of the contract so that the building becomes theirs and they can sub-let more of the space, currently Sellafield have some use but the building is not been used to full potential.

The chair thanked Cllr McGrath for his attendance.

222/19 MILLOM TOWN COUNCILLOR AND CLERKS UPDATE: - Update from Clerk

- a) Great British Spring Clean 2020 – Cllr Pattinson was concerned about the cost of joining this and felt we could organise our own event. **Action: Clerk to look into cost.**
- b) Working Together CCC service – Cllr Pattinson suggested organising a meeting with CCC to discuss this further as it looks very interesting and could be very useful. **Action: Clerk to arrange a meeting**
- c) To agree the hedge laying quote as the finance meeting due to be held on 10th February was not quorate the committee looked at the quotes received via e-mail for agreement in principal, the motion to agree the quote of £750 plus VAT was brought to this meeting for approval – All AGREED.
- d) To consider the quote for extending the bus service route – a quote was received from Ricky's which would take the annual cost from £2600 to £3120, the council AGREED to trial the new route from beginning of April. Cllr Cummings asked if we could draw up a spreadsheet so that we could monitor the points of pick up **Action – Clerk to confirm route draw up spreadsheet and advertise**
- e) To agree to send Park keeper and grass maintenance staff on spraying course. All AGREED.

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- f) To agree to cover the planning cost for the stone placing – All AGREED. **Action: Clerk to sort.**

223/19 YOUTH COUNCILLOR: Cllr Peter informed the meeting that our present youth councillor has decided not to continue. The School have opened the position up to other pupils who do not sit on the school council and they may have 2 possible candidates, as Cllr Kelly is away it was agreed that Cllrs Peter and Kelly would meet with them upon his return. **Action: Clerk to arrange a meeting.**

224/19 CO-OPTION: We have received one application for the vacant seat on the Holborn Hill ward, a vote was taken and all AGREED to co-opt Mr Simon Donnelly on to the Council. **Action: Clerk to contact Mr Donnelly to arrange signature of Acceptance of Office and completion of Declarations of Interest.**

225/19 TOWN PLAN: Cllr T Dixon has been reading through the document produced by Denise Burness and feels MTC should adopt this as a working document, he has looked at the Copeland Vision 2013-2028 document and this works alongside and has very similar outlines, it does need some tidying up. All AGREED to adopt this as a working document.

226/19 STANDING ORDERS: Cllr T Dixon has some issues with these, as they are not being followed at all meetings, so do we as a council want some amendments putting in and what are we allowed to amend so we follow the standard NALC rules. **Action: Clerk to seek advice and guidance on these before any amendments are made**

227/19 QUEENS PARK REDEVELOPMENT UPDATE: An update was received by Home Group which was distributed at the meeting, MTC and Home Group have had a meeting regarding relocating some of the shrubs and plants to Millom Park. Home group are happy for this to happen and MTC are to approach HMP Haverigg for assistance. Cllr Peter informed the meeting that Bats have been located in two places so this is hindering progress at the moment.

228/19 CLIMATE CHANGE AND ENVIRONMENTAL ISSUES: Cllr Pattinson informed the meeting that he has been in touch with the enforcement officer regarding dog fouling. The officer comes to Millom once a week on no set day. He is going to let Cllr Pattinson know when he is next down and have a meeting with him to discuss hotspot areas, the council would like more bins and more regular emptying of dog bins. Cllr Pattinson is also attending a Climate Change support workshop on 13th March so will report back at the next meeting.

229/19 WARD INSPECTIONS: Cllr T Dixon has produced a working document for each ward to follow and complete. Each set of ward councillors are to meet to go through their own respective wards and compile quarterly reports to be sent to the clerks for any action. Cllr Pattinson suggested that we give this a trial and see how it works, all AGREED. Cllrs Brown and Faulkner have completed their own report for Haverigg which was circulated, this included photo evidence which was agreed to be a good inclusion as it makes any actions easier to carry out. **Action: Clerk to email re ward get together, and to add a further amendment to the spreadsheet.**

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230/19 DREAM LANDSCAPES GRASS CUTTING Members of the finance committee met with Tony and Debbie from Dream Landscapes to discuss the future contract for the grass cutting maintenance. An estimate has been received which include Millom, Haverigg and the Cenotaph areas, this came in at £16060 for a year,(no increase on the last contract) the contract is to be agreed for a period of 4 years. Cllr Cummings queried the herbicide treatment cost if we are to cover his costs of attending a spray course, this is be clarified as the cost for the spray itself and not his time. Cllr J Brown proposed that this be accepted as he is very reliable, Cllr T Fitzwilliam seconded, All AGREED. It was asked that if park project goes ahead there would be less green space so the cost would need looking at again, clerk to inform Dream Landscapes of this for agreement. **Action: Clerk to arrange contract to be drawn up and signed.**

231/19 STRONGER TOWNS FUND BID/REGENERATION OFFICER POST: Cllr A Dixon says all applications are going via CBC. Herself and Jakki Moore (chair of towns board) will be carrying out the interviews, there were a few concerns regarding the advert and clarification was asked for regarding employees and the need to have a signed written agreement that MTC would be reimbursed by CBC. **Action: AD to seek advice/clarification**

232/19 TOWN COUNCIL POLICIES– To update and adopt the following Town Council Policies:

- Financial Regulations
- Freedom of Information Policy -
- Grant Funded Projects – Cllr T Dixon has streamlined this document
- General Privacy notice
- Code of Conduct
- Disciplinary Procedure
- Risk Management Policy
- Health and Safety Policy
- Document Retention and Disposal Procedure
- Press and Media Policy – Clerk to check re internet trolling and amend if required
- Grievance Procedure

Some slight typing amendments are to be made to the policies and then all AGREED to be signed, chair to sign. **ACTION: Clerks to amend**

233/19 PLANNING: None received.

234/19 ACCOUNTS: It was RESOLVED that the accounts presented be passed for payment. Cllr J Brown and Cllr T Dixon approved payments. **AGREED**

235/19 ANY OTHER BUSINESS TO BE NOTED FOR NEXT AGENDA: Home Group offices – Cllr Brown asked whether it would be possible for CBC staff to be re-located there if MTC find the offices to be suitable. To be looked into following visit on 12th March.

The meeting closed at 20.58pm

V Bradley, Clerk

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Cllr A Dixon, Mayor.....

ACTIONS:

- 221/19 – Clerk to email draft minutes and cc any relevant correspondence
- 222/19 – a) Clerk to look into cost
- 222/19 – b) Clerk to arrange meeting
- 222/19 – d) Clerk to contact Ricky's, draw up spreadsheet and advertise
- 222/19 – f) Clerk to sort planning
- 223/19 – Clerk to arrange meeting
- 224/19 – Clerk to sort relevant paperwork/contact S Donnelly
- 226/19 – Clerk to seek advice
- 229/19 – Clerk to email
- 230/19 – Clerk to contact Dream Landscapes and arrange contract
- 231/19 – AD to seek clarification
- 232/19 – Clerk to amend