

**MINUTES OF A MEETING OF MILLOM TOWN COUNCIL HELD ON WEDNESDAY 29th
SEPTEMBER 2021 AT 07.30PM IN THE METHODIST HALL**

PRESENT: Cllr R Kelly

Cllr B Crellin, Cllr T Fitzwilliam, Cllr G McGrath, Cllr R Grace, Cllr R Pattinson, Cllr S Faulkner, Cllr J Brown, Cllr D Billing, Cllr D Burness, Cllrs A & T Dixon, Cllr D Billing, Cllr S Donnelly, Clerk Cath Jopson and RFO/Assistant Clerk Liz North, Sergeant David MacDonald

101/21: APOLOGIES:

No apologies were received.

102/21: MAYOR'S ANNOUNCEMENTS:

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

"It is good to see you all after the break and I hope that you all had a good one. Having said that, after the July Council Meeting which was verging on chaotic, I would like to remind you that we have had specific procedures which have been in place for years. These work in a formal meeting. They include signalling when a Councillor wishes to speak, standing while speaking, not having separate conversations and addressing the chair correctly. Thank you.

This month, apart from my Civic Sunday, I have attended the Ulverston Civic Sunday with Councillor Burness and a reception at Kendal with Councillor Faulkner. In addition, I was lucky enough to be invited to the Rev. Rachel Street's Ordination service, after which we both discovered was the first the two of us had attended.

As to my own Sunday, I would particularly like to thank Cath for all her hard work, the Rev. Carl Carter for making such a success of the service, Rachel Street for her reading and Jane Micklethwaite for making singing history in the church and last, but not least, Councillors Angela and Tony Dixon for making the fabulous mezze which is still being talked about in Kendal!"

103/21: DECLARATIONS OF PECUNIARY INTEREST:

No declarations of pecuniary interest were received.

104/21: 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 finding a contractor to paint the car park lines at Haverigg. The Clerk stated that there were no local firms available to carry this out, Cllr Faulkner volunteered to carry out this herself and it was agreed that the council would get the necessary paint. **Action: Clerk to purchase special paint. Cllr Faulkner to arrange for line painting.**

Cllr Burness informed the councillors that with regard to the Youth Councillor the person who was originally keen to carry out this was now not interested. It was agreed to leave this

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for now until schools were back to normal following the covid epidemic.

Cllr Burness informed the councillors that she had already sent a copy of the town plan to the clerk for circulation. **Action: Clerk to check emails. Cllr Burness to re-send for circulation if this had not already been carried out.**

105/21: TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 4TH AUGUST 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.

106/21: OPEN TO MEMBERS OF THE PUBLIC:

Sergeant David MacDonald attended the meeting and gave a short presentation of the services the police are giving within the town. He stated that all concerns raised by the council must go through the clerk to ensure that a paper trail is in operation. He continued to inform the council that the following groups are in the process of setting up relationships with schools, various groups, holding workshops etc:

- **Shackles off**
- **Family ACTION**
- **CADAS**
- **Public Health Authorities**
- **Alcohol reduction in under 18's**

The sergeant also informed the council that a new campaign was being set up for November to target these various issues especially with underage drinking etc. His main concern was; however, the lack of actual complaints being logged with the police authority it would appear that no one wanted to go down the road of reporting incidents, therefore, making it hard to have the number of police presence in the town. The mayor thanked sergeant MacDonald for his input and attending the meeting.

107/21: CUMBRIA COUNTY COUNCIL:

The clerk informed the council that CCC Doug Wilson had sent through a document regarding Cumbria County Council hosting community events to discuss Millom and Haverigg Flood Alleviation Study this weekend coming 1st & 2nd October. The clerk handed this out at the meeting for information. It was agreed that the Clerk should post this information on the Millom Town Council facebook page. **Action: Clerk to post information on FB**

Cllr Hitchen, CCC representative informed the clerk that he was having a meeting with the Countryside Officer on 13th October and if there were any issues to let him know. **Action: Clerk to liaise with Cllr Hitchen if any issues are raised by council**

108/21: COPELAND BOROUGH COUNCIL:

Cllr McGrath who is also a CBC Councillor gave a short report on the amendments to the Copeland Plan. Concern was raised regarding new areas for housing in the Millom area had been identified. He felt that strongly that this should be put on hold until such time the existing sewerage system had been updated to standard. It was agreed that a letter be sent to Copeland Borough Council strongly objecting to any new development in and around the

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town.

Cllr McGrath stated that the Shop Front Design Scheme for Traditional Shop Front planning document is soon to be released.

Cllr Kelly and Cllr McGrath both informed the councillors that they had attended a meeting in regard to the GDF which had been run by CALC. He stated that there were two areas being considered to this and they were the Millom/Haverigg area and Seascale area. Tests were being carried out in these areas to see if it was a viable place for the construction. He stated that although money was being offered in compensation to the areas in question anyone trying to access this would have to justify the spend with a business plan. It was agreed by all the councillors that Copeland Borough Council need to be the lead authority for the proposed plan at the next Executive Meeting which is believed to be on the 14th October.

109/21: MILLOM TOWN COUNCILLOR AND CLERK'S UPDATE:

The Clerk's report had been circulated in the working papers but raised the following:

- CALC AGM on 16.10.21 via Teams on Saturday commencing 10.30am – councillors to register themselves if wanting to attend.
- CGP – It had been reported that CGP were disappointed to see that there were no flowers around the town, the clerk explained that we had been waiting for the Opening up the High Street deal to begin but it had been postponed and it was, therefore, too late to do anything about it. The Clerk to see if anything can be sorted for the winter. The Clerk had been in touch with Egremont Town Clerk seeking how they go about getting their flower beds, planters etc done. They informed the clerk that they dealt with Open Spaces CBC. **Action: Clerk to get ideas for winter planting, especially for the market square and contact Open Spaces /Haverigg Prison for quotations**
- The Clerk handed out an information leaflet to the councillors which she had received from the local doctor's surgery in regard to the opening up of the surgery. Concern was raised about people having to travel out of the area to obtain blood tests, a 100-year-old person had been told to attend FGH although she had no transport. It was suggested that a polite letter be written to the surgery voicing councillor's concerns. **Action: Clerk to write letter for Mayor to sign to Millom Doctors Surgery**
- Lengthman's Scheme – A short discussion took place in regard to the Lengthman's Scheme. The clerk to get more information about this. **Action: Clerk to get additional information on Lengthman's Scheme**
- Pressure Washer – The clerk asked the council if they would agree to her putting in an application for a petrol/diesel pressure washer so that the play areas could be washed down on a regular basis. The councillors agreed to this. **Action: Clerk to apply to CGP for pressure washer.**

110/21: REVIEW OF POLICIES AND PROCEDURES:

The following policies/procedures had been circulated to the meeting for approval and signing as follows:

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- Risk Management Policy
- Code of Conduct

These two policies were accepted by the council and were duly signed by the Mayor.

The following policy on:

- Press and Media Policy

There was some concern about the content of this policy and a short discussion followed by a vote was carried out. Following the vote, it was agreed to leave the policy wording as is. The Mayor then duly signed the policy.

111/21: TOWN FUND BID:

Cllr Kelly informed the council that no further updates had been received apart from a Press Release from the Millom Town Bid Committee asking for plans for the proposed Iron Line.

112/21: ENVIRONMENT SUB-COMMITTEE:

To date there was nothing to update but it was noted that a meeting of the committee is to be held tomorrow 30th October following this meeting.

113/21: HUMAN RESOURCES:

Following the finance meeting prior to this meeting it was requested that the present additional worker be kept on until 31st March 2022 and then the position be reviewed. Cllr T Dixon commented that this additional cost would have to be included in the proposed new budget. This was proposed, seconded and agreed. **Action: Clerk to write to worker informing them that the current contract would be extended until March. RFO to ensure that additional money be added into the proposed new budget.**

114/21: MILLOM TOWN PLAN:

There was nothing to report or any updates of the Town Plan, although Cllr Kelly informed the council that the three main items had been agreed and business plans were now to be prepared before submission to the government.

115/21: HAVERIGG ISSUES:

a) Memorial Seat – Haverigg Beach Area:

The clerk had received a request to site a memorial seat on the Haverigg Beach Area. After a short discussion it was proposed and agreed that the request be accepted, and that the donor of the seat be responsible for the maintenance in perpetuity and that the council would have the right to remove the bench if it was in a state of disrepair. **Action: Clerk to contact donor informing them they would be able to erect memorial seat.**

b) Painting of Lines:

The Clerk informed the councillors that as to date she has not been able to get anyone to re-paint the lines near the Inshore Rescue Building and in the Haverigg Play Area Car Park. It was proposed, seconded and agreed to purchase the paint as Cllr Faulkner volunteered to carry out the painting herself. **Action: Clerk to purchase paint and equipment**

c) Police Presence in Haverigg:

This had been covered earlier in the discussion with Sergeant MacDonald who stated that increased police presence was in hand especially with the e-scooter and vehicles on the beach area.

d) Larger Bins:

The clerk had contacted CBC about larger bins for the beach area and was told that there would be an issue with emptying them. One councillor had been in Whitehaven and stated that they had larger bins than what was in the Haverigg area. It was proposed, seconded and agreed that the clerk should contact CBC again pointing this out and if it were not possible to have larger bins ask for additional bins with lids (to stop vermin/birds) to be sited in these areas. **Action: Clerk to contact CBC regarding bins**

e) Harras Fencing:

It was reported to the Council that we are waiting for the prison to remove the Harras fencing for storage. **Action: Cllr Jakubowski to contact HMP for removing of Harras fencing and storage.**

f) Dynamic Dunescape Update:

Cllr Faulkner gave a short update of what was happening regarding the Dynamic Dunescape and stated that it had been well received with around 130 children plus adults in attendance at their activity days.

Volunteer work parties at Haverigg dunes will be carried out on the 6 & 7 October will follow up dates on the 13-14 October. They are planning to remove the willow scrub from the dune pools mainly on Stoup Dub land. The scrub will then be burnt on raised platforms with the ash removed from the site.

g) Haverigg Toilets:

The clerk informed the council that a report had been given in relation to the Haverigg toilet electrical system. Quotation had been received for this work. To be placed on the agenda for the next meeting. **Action: Clerk to add onto agenda for October meeting.**

h) Complaints regarding Local Surgery/Blood Tests

This item had been dealt with under item 109/21.

i) Handyman for Haverigg:

Haverigg councillors raised the issue with having a handyman for Haverigg. The clerk informed the council that as yet she has had no response from HMP who have been asked to carry out some duties in the Haverigg area. **Action: Clerk to contact HMP again.**

j) Relationship Matters (Writer)

Cllr Faulkner informed the councillors that she had attended a workshop and a

pamphlet was sent to the clerk for circulation regarding "Relationship Matters" Rochdale Manifesto! She informed the councillors that David Baker from Butterflowers worked for Rochdale Council and was involved in compiling the pamphlet. I think as a Council we may need to read the pamphlet to see if we can adopt or highlight any initiative that may be useful to the community.

116/21: MILLOM PARK GRAND OPENINGS:

It was agreed following a short discussion about the grand opening for the park area that the time has now passed to have taken advantage of this. No further action in this regard required.

117/21: MILLOM PARK ISSUES:

a) Musical Instruments:

Cllr A Dixon raised the question of when the sensory musical instruments could be placed into the park area. A short discussion took place and a place identified for site these instruments. Cllr Dixon to arrange for the installation. **Action: Cllr A Dixon to arrange for siting of stored instruments**

b) CCTV:

Quotation for extra cameras to be installed into the park area had been circulated and it was proposed, seconded, and agreed to purchase additional cameras and ask whether we could have remote access. **Action: Clerk to contact CCTV firm and arrange for the purchase of additional cameras.**

118/21: MILLOM ISSUES:

a) Services for Millom & Haverigg:

Cllr A Dixon raised concern about the services that are gradually being taken away from Millom and Haverigg. After a short discussion it was proposed, seconded and agreed that a letter be written to the local MP Trudy Harrison voicing the Council's concerns. **Action: Clerk to write letter to local MP Trudy Harrison**

b) Use of Office:

After a brief discussion regarding the new office it was proposed, seconded, and agreed that the clerk look into the purchase of new furniture to enable town council meetings to be held on a regular basis and, therefore, make the downstairs office look more of a formal area relative to a Town Council. **Action: Clerk to obtain quotations for office furniture.**

c) MUGA Lights at Millom School:

Cllr A Dixon asked if the new lights at Millom School had been put in place following our donation towards these. **Action: The Clerk to check if the lights were insitu following donation from Millom Town Council of £5k**

d) Cenotaph:

Following a recent meeting to discuss the forthcoming Remembrance Day Celebrations the council the question of helping keep the cenotaph tidy was brought up. The cenotaph group is now virtually defunct and Terry Marsh who is a member of

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the British Legation asked the question as to if the town council would help to keep it clean and tidy. A short discussion took place, it was proposed, seconded, and agreed that Cllr Pattinson for the time being, who oversees the park workers job itinerary, will include keeping this area tidy. The clerk to inform T Marsh of this outcome. **Action: Clerk to write to T Marsh, British Legion Representative accepting responsibility to keep the Cenotaph area clean and tidy.**

119/21: YOUTH COUNCILLOR:

Cllr Burness informed the councillors that she had spoken to the girl that was interested but she now feels that she did not want to go ahead and represent as a youth councillor. It was proposed, seconded and agreed to leave this for now.

120/21: TOWN/PARISH MATTERS:

a) Danger Signs at White Rock:

Haverigg Residents Society had requested Millom Town Council to chase up the replacement danger signs at White Rock. Cllr McGrath informed the council that he believed Copeland Borough Council were in the process of this being erected.

b) NALC Consultation Policy Consultation Briefing:

The Local Nature Recovery Strategies had been circulated by the Clerk for council's comments. This item to be placed onto the next agenda following councillor's perusal. **Action: Clerk place on October agenda.**

c) Prison Market Stall:

A request from the Prison Authority had been received asking for the council's permission to hold a market regularly in the square selling their goods. The council had no objections in principle to this. **Action: Clerk to write back to prison authority advising that they were happy for them to proceed.**

d) Church Walk Refurbishment:

The Clerk informed the councillors that she was in the process of submitting the grant form for CBC to release the monies enabling the council to go ahead and re-surface the church walk. **Action: Clerk to submit grant forms.**

e) Ongoing Issues:

A short discussion took place regarding dealing with issues via email of urgent matters. It appeared that not all councillors gave comments etc to the clerk when urgent matters had been sent out requesting their comments. It was proposed, seconded, and agreed that councillors must try and be involved with any urgent matters requiring comments back to the clerk.

121/21: CORRESPONDENCE RECEIVED FOR ACTION/INFORMATION:

a) Joint Community Forum:

Representatives from the town council were required to join the community forum. **Action: Councillors who are interested to forward their names to the Clerk**

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b) Copeland Local Plan:

A discussion took place regarding the proposed Copeland Local Plan. Following this discussion, it was proposed, seconded, and agreed that the Council should respond stating that they do not want any major sites in and around Millom until such time as the sewerage system/drainage was upgraded to take the existing homes. The clerk informed the council that CBC wanted to come and give a short presentation regarding the local plan and that it was being held in the Network Centre, Devonshire Road on Thursday 7th October commencing 11.00am. **Action: Clerk to organise meeting and venue**

c) Cumbria County Council Draft Cumbria Transport Infrastructure Plan:

After a short discussion it was proposed, seconded and agreed that Cllrs D Billing and R Kelly would look at the document and report back their findings. **Action: Cllrs Billing and Kelly to read the document and report back to enable the council to respond.**

122/21: Planning:

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

4/21/2417/0F1 - FAIRBANK, BUTLER STREET, MILLOM – Construction of a side and rear single storey extension (forming a balcony at upper ground floor level) with new front porch to entrance with internal and external alterations plus landscaping works. It was agreed that the council had no objections in principle to this application. **Action: Clerk to give councils decision to CBC**

123/21: Accounts:

The bank reconciliation and cheque sheet had been circulated prior to the meeting. It was proposed, seconded, and agreed that the RFO pay all outstanding invoices as listed on the cheque sheet. **Action: RFO to pay outstanding invoices as per circulated cheque sheet**

Following on from the signing of the cheques the following were discussed

- Slag Bank Play area – request to pay the insurance costs. It was proposed, seconded and agreed to pay the sum of £384.30 for the insurance costs for Slag Bank Play Area. **Action: RFO to organise payment of insurance costs**
- North West Air Ambulance request for donation. It was proposed, seconded, and agreed that the council would donate money to this cause. **Action: RFO to look and see what has been generally given and circulate to councillors for their comments and approval.**

124/21: Any other business:

None

There being no further business the meeting closed at 09.40pm.

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Signed:

(Mayor) Dated:

ACTIONS:

- 104/21: Clerk to arrange purchase of paint
Cllr Faulkner to arrange painting of lines once paint has been received
Cllr Burness to resend draft Town Plan
- 107/21: Clerk to post information on FB
Clerk to liaise with Cllr Hitchen if any issues are raised by council
- 109/21: Clerk to get ideas for winter planting, especially in the market square and
contact Open Spaces/Haverigg Prison for quotations
Clerk to write letter for Mayor to sign to Millom Doctors Surgery
Clerk to get additional information on Lengthman's Scheme
Clerk to apply to CGP for pressure washer.
- 113/21: Clerk to write to worker informing them that the current contract would be
extended until March
RFO to ensure that additional money be added into the proposed new budget.
- 115/21 a) Clerk to contact donor
b) Clerk to purchase paint for line painting
d) Clerk to contact CBC regarding bins
e) Cllr Jakubowski to contact HMP for removing of Harras fencing/storage
g) Clerk to add onto agenda for October meeting.
i) Clerk to contact HMP again

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- 117/21: a) Cllr A Dixon to arrange for siting of stored instruments
 b) Clerk contact CCTV firm and arrange for the purchase of additional cameras
- 118/21: a) Clerk to write letter to local MP Trudy Harrison
 b) Clerk to obtain quotations for office furniture.
 c) The Clerk to check if the lights were insitu following donation from MTC of £5k.
 d) Clerk to write to T Marsh, British Legion Representative accepting responsibility to keep the Cenotaph area clean and tidy.
- 120/21: b) Clerk place on October agenda
 c) Clerk to write back to prison authority advising that they were happy for them to proceed.
 d) Clerk to submit grant forms.
- 121/21: a) Councillors who are interested to forward their names to the Clerk
 b) Councillors who are interested to forward their names to the Clerk and arrange venue etc
 c) Cllrs Billing and Kelly to read document and report back to enable the council to respond
- 122/21: Clerk to respond to planning applications
- 123/21: RFO to organise payment of insurance costs
 RFO to look and see what has been generally given and circulate to councillors for their comments and approval.