

WHITEHAVEN TOWN COUNCIL

Minutes of the Extraordinary Council Meeting held on the 16th May 2024

Present: Councillor C Hayes (Chairman); Councillor R Gill;
Councillor E Dinsdale; Councillor A Pearson; Councillor G Roberts;
Councillor A Spedding; Councillor R White

M. Jewell, Clerk and Responsible Financial Officer

V Gorley, Assistant Clerk

Members of the Public

Prior to the Meeting starting the Chairman and the Councillors introduced themselves to the public and the Chairman referred to fire alarms/escape and toilets

2513/24 Apologies for Absence

Apologies for absence were received from:

Councillor J Carr	Work commitments
Councillor R Taylor	Holiday
Councillor B O’Kane	Holiday
Councillor R Redmond	Holiday
Councillor G Dinsdale	Other Appointment

It was proposed by Councillor Gill and seconded by Councillor Roberts that the apologies for absence be accepted and noted. A vote was held and it was unanimously

RESOLVED – That the apologies for absence be accepted and noted.

2514/24 Declarations of Interest

Councillor Hayes declared that he was a member of the Whitehaven Tidy Town Committee and the Harbour Users Group.

Councillor Gill declared that he was a member of the Whitehaven Heritage Action Group

2515/24 Public Participation

There was no public participation

2516/24 Annual Governance and Accountability Return (AGAR) 2023/24

Councillor White entered the Meeting

The Council considered a report on the Annual Governance and Accountability Report (AGAR) for 2023/24 received from the Council's External Auditors, Moore

4.1(i) It was proposed by Councillor Roberts and seconded by Councillor Gill that Section 1 - The Annual Governance Statement 2023/24 be approved by the Council and signed by the Chairman and the Clerk and the Minute Number inserted. A vote was held and it was unanimously

RESOLVED - That Section 1 - The Annual Governance Statement 2023/24 be approved by the Council and signed by the Chairman and the Clerk and the Minute Number inserted.

4.1(ii) It was proposed by Councillor Roberts and seconded by Councillor Gill that Section 2 - the Accounting Statements 2023/24 be approved by the Council and signed by the Chairman and the Responsible Financial Officer and the Minute Number inserted. A vote was held and it was unanimously

RESOLVED - That Section 2 - the Accounting Statements 2023/24 be approved by the Council and signed by the Chairman and the Responsible Financial Officer and the Minute Number inserted.

4.1(iii) It was proposed by Councillor Roberts and seconded by Councillor Gill that the Annual Internal Audit Report be approved. A vote was held and it was unanimously

RESOLVED - That the Annual Internal Audit Report be approved.

4.1(iv) It was proposed by Councillor Roberts and seconded by Councillor Gill that the Annual Return be advertised for Public Inspection to comply with the timescales and requirements in paragraph 2.2(iv) of the Report and Councillors be sent a copy of this Notice. A vote was held and it was unanimously

RESOLVED - That the Annual Return be advertised for Public Inspection to comply with the timescales and requirements in paragraph 2.2(iv) of the Report and Councillors be sent a copy of this Notice.

- 4.1(v) It was proposed by Councillor Roberts and seconded by Councillor Gill that the completed Annual Governance and Accountability Return be submitted to Moore as soon as possible following the Council Meeting. A vote was held and it was unanimously

RESOLVED - That the completed Annual Governance and Accountability Return be submitted to Moore as soon as possible following the Council Meeting.

Councillor Gill said he would like it to be noted that our Internal Auditor had nothing adverse to say and to put on record our thanks to our staff for keeping good accounts.

2517/24 Finance Report

The Council considered a Finance Report.

- i. Appendix 1 – The Assistant Clerk reported that there was 1 additional invoice to consider on Appendix 1 namely POD North West for £24 for an events poster. It was proposed by Councillor Roberts and seconded by Councillor Hayes that the Invoices listed on Appendix 1 together with the additional invoice be approved and paid. A vote was held and it was unanimously

RESOLVED – That the Invoices listed on Appendix 1 together with the additional invoice be approved and paid.

- ii. Appendices 2 and 3 – It was proposed by Councillor Roberts and seconded by Councillor Gill that Appendices 2 and 3 be approved and noted. A vote was held and it was unanimously

RESOLVED - That Appendices 2 and 3 be approved and noted.

2518/24 Council Telephone/ Broadband Contract

The Council considered a report on the Council's telephone/broadband contract with BT which was due for renewal. The present fee was £170.05 per month plus VAT. BT had submitted a quote for a two year contract for the 2 telephone lines (Including broadband) of £129.48 per month. Additional costs were delivery charges for 2 new phones at a cost of £9.95 per phone and a choice of care packages

- i. It was proposed by Councillor Roberts and seconded by Councillor White that the Council accepts the package quote for £129.48 per month from BT. A vote was held and it was unanimously

RESOLVED - That Council accepts the package quote of £129.48 per month from BT.

- ii. It was proposed by Councillor Gill and seconded by Councillor Roberts that the Council takes out the Standard Care Package at no cost to the Council. A vote was held and it was unanimously

RESOLVED - That the Council takes out the Standard Care Package at no cost to the Council.

- iii. It was proposed by Councillor Hayes and seconded by Councillor Roberts that the Council approves the delivery charge of £9.95 per phone. A vote was held and it was unanimously

RESOLVED - That Council approves the delivery charge of £9.95 per phone.

2519/24 Planning Applications

The Council considered a list of Planning Applications shown at Appendix 1. It was proposed by Councillor Gill and seconded by Councillor Hayes that after consideration of the Planning Applications on Appendix 1 there were no representations and that Cumberland Council be informed of this. A vote was held and it was unanimously

RESOLVED - That after consideration of the Planning Applications on Appendix 1 there were no representations and that Cumberland Council be informed of this.

2520/24 IN PRIVATE

That prior to the following items of business the Chairman moved the following resolution:

That in view of the special or confidential nature of the business about to be transacted it is advisable in the public interest that the public and or press be instructed to withdraw. Councillor Roberts proposed this and Councillor Hayes seconded this. A vote was held and it was unanimously

RESOLVED - That the public and or press be instructed to withdraw.

2521/24 **Quotes for Council Events**

The Council considered a report on quotes received for the contract for collecting, setting up, removal and return of Council equipment used during Council events in 2024/25. The Council sought 3 quotes but only one was received in the sum of £2,800. It was proposed by Councillor Gill and seconded by Councillor Hayes that the quote of £2,800 be accepted. A vote was held and it was unanimously

RESOLVED – That the quote of £2,800 for 2024/25 be accepted

2522/24 **Equipment Removal**

The Chairman had agreed to an extra item being considered. The office refurbishment will begin in the near future and it will be necessary to move office equipment into the storage unit and the Clerk asked for the Council's approval to use the same contractor as above for this extra work at the same rate. It was proposed by Councillor Roberts and seconded by Councillor Gill that the same Contractor as above be used for this extra work at the same rate. A vote was held and it was unanimously

RESOLVED - That the same Contractor as above be used for this extra work at the same rate.

The Meeting closed at 6.25

Chairman

A handwritten signature in black ink, appearing to be 'S. Roberts', written over a horizontal line.