



Penrith Town Council

Unit 1, Church House, 19-24 Friargate, Penrith, Cumbria, CA11 7XR

Tel: 01768 899 773 Email: office@penrithtowncouncil.co.uk

Minutes of the meeting of the:

FULL COUNCIL

Held on:

Monday 26 November 2018, 6.00 pm - 8.00 pm, Rm.2 Parish Centre,
St Andrews Place.

PRESENT:

Cllr. Baker	Penrith Pategill Ward
Cllr. Bowen	Penrith East Ward
Cllr. Burgin	Penrith South Ward
Cllr. Clark	Penrith South Ward
Cllr. Donald	Penrith North Ward
Cllr. Jackson	Penrith North Ward
Cllr. Lawson	Penrith Carleton Ward
Cllr. Monk	Penrith West Ward
Cllr. Thorley	Penrith West Ward
Cllr. Whipp	Penrith North Ward

PENRITH TOWN COUNCIL

MINUTES FULL COUNCIL

**Monday 26 November 2018, 6.00 pm - 8.00 pm,
Rm.2 Parish Centre, St Andrews Place**

PTC18/61 Apologies for absence

Apologies were received from the following members:

Cllr. Kenyon.

Cllr. Briggs was absent.

PTC18/62 Declaration of interests

No declarations of interest made.

PTC18/63 Requests for Dispensations

No dispensations requested.

PTC18/64 Confirmation of the minutes of the previous meeting

The Chairman was authorised to sign the Minutes of the Meeting of Council held on Monday 25 September 2017 as a true record.

PTC18/65 Public participation

a. Public Participation- There were no representations from the public

b. Members received representations from:

District Councillors

District Cllr. Taylor – Sent her apologies

District Cllr. Holden – Explained to the meeting her role for a “Call-in” at Eden District Council (EDC) on matters related to the EDC Masterplan targets and informed the meeting that the Scrutiny Board’s findings were that there was “nothing to answer.”

[A 'call-in' is a way for a decision the District Council has taken to be looked at again. Once published, a decision can be called at any time during the next 5 working days. The EDC Director of Governance will decide whether the request meets the EDC criteria for call in. If it does, the EDC Director of Governance will call a meeting of the Scrutiny Co-ordinating Board who will decide what action to take. Having considered the call-in request, the Board may decide to take no further action.]

District Councillors Continued:

District Cllr. Clark – Read to the meeting from correspondence received about continued offensive odour issues at Omega Proteins.

County Councillors:

County Cllr. Bell – Informed the meeting that she had been appointed Cabinet Member for Health and Care Services. Cllr. Bell's explained that the role remit included Older Adults, Physical Disabilities, Learning Disabilities and Mental Health Social Care. Cllr. Bell informed the meeting of her aspiration to work in partnership with the Town and Eden District Council and Penrith County Councillors to improve the accessibility of Penrith for individuals with "special" needs and add to the value of Penrith as a Dementia Friendly Town.

c. Receive a report from the Mayor

The Mayor, Cllr. Whipp and a member of Penrith Community Gardeners attended the Britain in Bloom awards in Belfast. Penrith was awarded Silver Gilt in the Large Town Category. The Mayor thanked everyone who supported, participated and organised both Cumbria in Bloom and Britain in Bloom.

The Mayor attended the Town Remembrance march, church service and Armistice Centenary memorial events. The Mayor thanked Council Officers, the Royal British Legion, Penrith Town Band, St. Andrews Church and all the organisations and people who supported both the march, service and Armistice events. Eden Valley Artistic Network were thanked for providing events that supported the centenary. The lighting of the Beacon was successful, and the Mayor thanked everyone who made the effort to climb the Beacon, Council Officers, the landowners, Penrith Town Band for providing a bugler, a local business who very kindly provided the lights that lit the Beacon poppy red and the Lions for assisting in the event. The officers' social media campaign to raise local interest in the lighting of the Beacon and remembering the Penrith Fallen went global, encouraging individuals to put a light in a window to remember the fallen. The campaign reached New Zealand and Australia and the Mayor hoped that this theme could be continued next year and he hoped to encourage other councils to do likewise.

The Mayor informed the meeting that he was pleased to award a Mayor's Medal in recognition of long-service for community work to a resident who has acted as a local lollipop lady for decades.

The Mayor welcomed nominations for a Mayor's Medals and informed the meeting that he had also given out 25 young citizen certificates to school pupils who had participated in a competition organised by PACT and Cumbria County Council to design signs that would encourage people to Keep Penrith Tidy. The Mayor asked for nominations for Young Citizens Awards which can be made directly to the Mayor.

PTC18/66 Public Bodies (Admission to Meetings) Act 1960

Members were asked to consider if agenda item 14 should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2 as members would be considering confidential commercially sensitive information relating to the financial or business of the Council:

Members were informed that to disclose decisions would be a breach of the Council's obligations under the Data Protection Act 1998 and was considered exempt under Section 100A(4) of the Local Government Act 1972, members of the public (including the press) should be excluded from the meeting during discussion of the items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 to Schedule 12A of the Act, information relating to the financial or business affairs of any particular person (including the authority holding that information).

RESOLVED THAT:

Item 14 be considered without the presence of the press and public.

PTC18/67 Members' Briefing

- a. Members noted that the Town Clerk and Cllr. Burgin attended the AGM of the Cumbria Association of Local Councils (CALC) and Cllr. Burgin was elected onto the executive of CALC.
- b. Members received oral reports from meetings and briefings attended by Councillors since the last Full Council meeting.
 - **Cllr. Bowen** reported to the meeting that he had attended Scaws Residents Association AGM with the Council's Services & Contracts Manager.
 - **Cllr. Burgin** attended the Friends of the Coronation Garden Meeting with the Services & Contracts Manager and informed the meeting that work was on-going to manage repairs to the site.
 - **Cllr. Whipp** informed the meeting, for clarification, that EDC were required to make good any repairs in the garden prior to its transfer to the Town Council.
 - **Cllr. Thorley** attended Suicide Awareness and Cumbria Resilience Event and Neighbourhood Watch AGM.
 - **Cllr. Baker** attended with Cllr. Bell two Pategill Residents Association meetings. Cllr. Baker also attended a meeting at Highways England to discuss matters regarding proposals for improving junctions along the A66 prior to dualing.
- c. Volunteer Members were sought to become involved with the development of the Council's Youth Advisory Group.

RESOLVED THAT:

Councillors Donald and Lawson attend the group with Cllr. Jackson as standing deputy.

PTC18/68 Matters from Finance Committee

Members considered the following reports and recommendations from the Council's Finance Committee:

a. Annual Return

Members noted that the external auditors had concluded the audit for the financial year ending 31 March 2018 and were satisfied that the Town Council's accounts and supporting information supplied were in accordance with proper practices, and that relevant legislation and regulatory requirements had been met.

RESOLVED THAT:

The external auditors report be approved.

b. Internal Audit Report

Members considered the Interim Half Year Report by the Internal Auditor 1st April 2018 – 30th September 2018.

RESOLVED THAT:

The internal auditors report be approved.

c. Finance Committee New Draft Policies

Members considered new policies as recommended by the Finance Committee.

RESOLVED THAT:

The following policies be approved:

- I.** Memorial Seat Policy
- II.** Banner and Advertisement Policy
- III.** Approved Contractor Policy
- IV.** Officer and Member Protocol

PTC18/69 Policy and Procedures Review

Members considered the report and recommendations contained within.

RESOLVED THAT:

- I.** The recommended amendments to the Council's Standing Orders from the National Association of Local Councils be approved.
- II.** The Untoward Incident Policy be approved.

PTC18/70 Plastic-Free Penrith

Consider a motion contained within a draft proposal for Plastic Free Penrith from Cllr. Lawson.

RESOLVED THAT:

- I.** The matter be considered by the Council's CCEG Committee.
- II.** The CCEG Committee consider establishing a multi-agency working group, to review the matter and are asked to write to the District Council to seek clarification on current plastic recycling procedures.

PTC18/71 Neighbourhood Plan Update

Members noted an oral update from Cllr. Baker. The meeting was informed that a Special Council Meeting would be held on Monday 10 December to consider the current draft which had been amended to consider the most recent consultation responses prior to its Regulation 14 consultation.

PTC18/72 Britain in Bloom

Members considered the request from the Cumbria in Bloom Committee that they would like to announce that Penrith would be willing to be nominated again to the Britain in Bloom 2019 finals.

RESOLVED THAT:

The Penrith goes forward and enters The Britain in Bloom finals 2019.

PTC18/73 Cumbria County Council Consultation

https://cumbria.citizenspace.com/cumbria-county-council/cumbria-joint-health-and-wellbeing-strategy/supporting_documents/23945%20Joint%20Health%20and%20Well%20Being%20Strategy.pdf

Members noted that the Council's committees were considering the CCC survey for the Joint Health and Well-being Strategy and the committees' responses would be considered at Full Council in January 2019.

PART TWO

PTC18/74 Potential Acquisition of Land Holdings

Members considered the potential acquisition land holdings within Penrith without the press and public being present to allow members to consider commercially sensitive information.

RESOLVED THAT:

- I.** The Acquisitions Policy be approved.
- II.** The Disposals Policy be approved.
- II.** The Delegation of Authority be approved.
- IV.** Officers be authorised to monitor the local property market.
- V.** Officers develop feasibility projects as necessary.

PTC18/75 Close of Meeting

Close the meeting and note that the next meeting of the Full Council will be a special meeting to take place on Monday 10 December 2018 at 6.00 pm - 8.00 pm, Rm.2 Parish Centre, St Andrews Place.

CHAIRMAN:

DATE:

For the attention of:

Cllr. Baker	Penrith Pategill Ward
Cllr. Bowen	Penrith East Ward
Cllr. Briggs	Penrith East Ward
Cllr. Burgin	Penrith South Ward
Cllr. Clark	Penrith South Ward
Cllr. Donald	Penrith North Ward
Cllr. Jackson	Penrith North Ward
Cllr. Kenyon	Penrith North Ward
Cllr. Lawson	Penrith Carleton Ward
Cllr. Thorley	Penrith West Ward
Cllr. Whipp	Penrith North Ward