

**MINUTES OF THE ORDINARY MEETING OF EGREMONT TOWN COUNCIL HELD ON  
TUESDAY 18<sup>TH</sup> JUNE 2024 IN EGREMONT MARKET HALL AT 5.30PM**

Present: Mrs Elaine Woodburn (EW) Chairperson  
 Mr Michael McVeigh (MM) Vice Chairperson

Also: Mr Graham Calvin (GC) Mr Sam Pollen (SP)

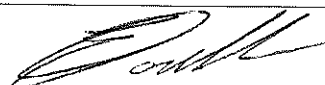
Mrs Geraldine Pritchard (GP) Town Clerk  
 Mrs Nicola Cattanaach (NC) Assistant Town Clerk

Mr Graham Minshaw (GM) Cumberland Councillor

Two Member s of the Public Mandy Hyland & Patrick McMahon – Guest Speakers

Two Members of the General Public

025.24.25	<b>APOLOGIES FOR ABSENCE</b>	
	RESOLVED to note that apologies were received from David Wright, Gareth Stringer & Jean Lewthwaite.	NC
026.24.25	<b>DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA</b>	
	There were no declarations of interest.	
027.24.25	<b>PUBLIC PARTICIPATION</b>	
	<p>GM attended and covered the following:          The footpath from the social club to the cycle path in Moor Row - GM had spoken to the Countryside Access Officer in charge of footpaths and the planning permission for the neighbouring field will include a new footpath; it won't replace the existing path but it will be an alternative. The subject of the width of the current footpath is still ongoing. GM attended a meeting about play parks where he highlighted the Moor Row park, drainage and the highways issue.          Whitehaven Costal Community Panel meeting is to be held on 20<sup>th</sup> June at 6.00pm but because of the election and purdah rules, there will be no public participation.          The A595 liaison group had been cancelled due to the election and this will now be held in July.</p> <p>SP attended and spoke about the following:          The election is affecting scheduled community panels and the Growing Well official opening had been postponed. SP said he had discussions/meetings with the NDA stakeholder and the Chief Executive of Cumberland Council regarding opportunities for Egremont including play facilities. He has further meetings planned and he will forward information from them.          There is Community Panel meeting to be held on 26<sup>th</sup> June to discuss funding opportunities.          Work has been ongoing with the community hub to put things in place for asylum seekers in the local area.          SP &amp; MM are meeting Home Group on 18<sup>th</sup> July to carry out an inspection &amp; looking at the problem of dog fouling and overgrown areas.          Planning applications to re-generate development in the town are moving forward.          EW asked if SP could have a look at Milton Road where the garages have been demolished, there is a step at the back which could be a trip hazard.</p>	GM, SP



EW asked SP if there are plans to look at improvements to existing play areas for the summer holidays. SP has requested this and there may be the chance to get re-cycled equipment but a timeline can't be given.

SP said provision of a play park is a priority in Egremont as other areas have better provision and maintenance has been mentioned & needs to be part of the Cumberland plan. GC said that problems arise as part of routine maintenance where there are instances of vandalism. SP said that the policy was that if equipment was damaged it would be taken down which left Egremont with very little and it needs to improve.

Mandy Hyland (guest speaker), asked if the play park provision could be transferred to the community (similar to that at Keekle) where money could be raised. EW & SP said that past projects like this were a good idea, however it often occurred that when children grew up, parents moved on and fundraising and support tended to decrease.

EW then asked Mandy Hyland to introduce herself to Councillors. MH said she had recently purchased the Central Pub & The Lad Barber premises in Egremont. She apologised that a skip wagon had banged the Market Hall wall and said that she had not been aware until she had received a letter from the Town Council.

MH informed Councillors of her intentions to create a holiday let in the former Lad Barber premises and plans have already been submitted. Plans have not yet been submitted for the Central Pub although it was likely to have letting rooms on the first floor and commercial premises on the ground floor. MH said that the buildings are in a bad state of repair but will be beautifully restored.

EW said that the Town Council welcomes any new businesses to our town.

EW said that depending on the usage of the building, a further discussion may be required regarding access as the rear of the property is only accessible via the right of way at the back of the Market Hall.

Regarding timescales, MH hoped the Lad Barber work will commence in a couple of months.

EW then thanked MH for attending and wished her good luck. MH thanked the Council and decided to stay on for the meeting as a member of the public.

EW introduced Patrick McMahon to the meeting and explained that he had expressed an interest in becoming a Town Councillor so he was in attendance to give a short presentation.

PM gave a brief overview of his background and explained his reasons for wanting to become a Town Councillor. EW explained that the Town Council was non-political and as a Council, we aim to work well together for the good of our town. PM was then thanked for attending & told that his application will be discussed in private and he will be informed of the Council's decision tomorrow. PM duly left the meeting at 6.20pm.

**028.24.25 CHAIRPERSON'S REMARKS**

There were no remarks.

**029.24.25 TO CONSIDER, APPROVE & SIGN THE MINUTES OF THE FOLLOWING:**

RESOLVED to approve and sign the minutes of the following:

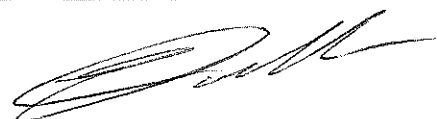
The AGM of Egremont Town Council held on 21<sup>st</sup> May 2024.

The Ordinary meeting of Egremont Town Council held on 21<sup>st</sup> May 2024.

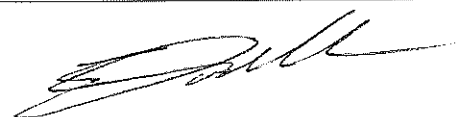
SP submitted his apologies as he had to leave early, as did GM, MH and the two members of the public who all departed at 6.25pm.

EW

EW



<b>030.24.25</b>	<b>TO CONSIDER &amp; REVIEW ANY PLANNING APPLICATIONS</b>
4/24/2148/0F1	<p>Consultation on amended description:  Demolition of existing conservatory and erection of single story side and rear extensions and front porch extension  1 Springfield Road, Bigrigg  No objections</p>
4/24/2186/0A1	<p>Application for advertisement consent for the installation of an internally illuminated pylon to the site entrance and a replacement sign  Rutherford House, Crow Park Way, Moor Row  No objections</p>
4/24/2202/0F1	<p>Change of use from retail and store (class E) to form a short term let/holiday cottage (class C3 or C5) and external alterations involving the replacement of existing windows and doors, the installation of roof lights and the widening of an existing door opening on the rear elevation and the demolition of a chimney  70A Main Street, Egremont  Egremont Town Council welcomes all new businesses, however there are concerns over access and therefore would like a site visit to be arranged with the planning department to discuss the issues and Town Councillors would welcome the professional advice to ensure the access is as safe and protected as possible.</p>
4/24/2188/0F1	<p>Proposed replacement of fencing and gates to school site boundary (including reconfiguration of access gates to main entrance)  St Bridgets Roman Catholic school, St Bridgets Lane, Egremont  No objections</p>
4/24/2196/0F1	<p>Proposed detached self-build dwelling (4 Bedroom house)  Plot 5, Clarack Drive, Moor Row  No objections</p>
4/24/2211/0N1	<p>Prior approval application for the erection of agricultural shed/building  Springfield Farm, Bigrigg, Egremont  No objections</p>
4/24/2208/0F1	<p>Material change of use of garage and workshop to form conference facility and the demolition and replacement of an existing single storey extension and minor external alterations to the rear elevation to enlarge a window and door opening  Former Brick House Bakery to rear of 27 Market Place, Egremont  No objections</p>
<b>031.24.25</b>	<b>TO RATIFY WITH COMMENTS WITH REGARDS ANY PLANNING APPLICATIONS RECEIVED BETWEEN TOWN COUNCIL MEETINGS</b>
4/23/2313/0F1	<p>Consultation on Additional/Amended Information: Planning Application Reference: 4/23/2313/0F1 Full planning application for the residential development of 164 dwellings (use class C3), vehicle access from Uldale View, landscaping, suds and</p>



associated infrastructure works. Land to the South of Daleview Gardens, Egremont  
Councillors welcome these slight changes to amend the road access to allow for more space for vehicles along Uldale View, more brick screen walls and bringing the road specification up to fully adoptable standards. However, they do not affect the Councillors original comments, sent on 11<sup>th</sup> December 2023 (see below) which they think all still apply and overall accept and support the development.

Councillors Comments from 11<sup>th</sup> December 2023

In general, the application was welcomed, Councillors recognise the positive contribution the addition of these houses will make to the sustainability of the town, there were however some thoughts that we would like the planning authority to take into consideration.

The overwhelming concern is about the additional traffic that will be generated by this development and its impact on the immediate local area, specifically the access to Bookwell School due to its proximity to the development. The volume of traffic, especially at peak start and end of school days, is already of serious concern, especially since the removal of the school crossing patrol and the Council request that safety conditions are included in any planning permissions, these being the installation of a 20MPH zone at the school, the installation of traffic calming measures, consideration of the control of traffic from the Main Street, past the Castle, which if held up causes a backlog and stops all traffic movements along the Main Street. We feel it might be worth considering if the traffic controls at St Thomas Cross could be timed to positively affect the traffic flow minimising backlogs.

Our final comment on traffic and vehicular movement is asking for the developer to consider, as part of the requirement to look at options for traffic management, would be the use of the former CCC owned Castle Mount establishment. This former care home has remained vacant for many years, its only recent usage was as an illegal weed growing greenhouse, and if the developer could acquire the site and provide a car parking area then the traffic would be taken off the main road. Such a car park with the increase of double yellow lines would, we believe be the optimum solution. We realise this might be outside of the planning remit but would ask if they would investigate the potential for this?

The Council also notes the complete lack of any play equipment planned, and considering the development is 164 houses, in the main family properties, the lack of anything is puzzling and they would have expected the planning authority to be insisting on having some play facilities. The expectation is not a state of the art play area for the towns usage but some equipment we feel is a necessity.

032.24.25

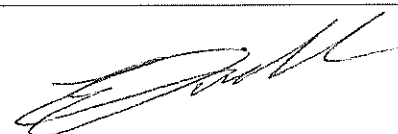
**TO CONSIDER ANY REPORTS INCLUDING FINANCE, PERSONNEL WEBSITE, BOWLING GREEN, ALLOTMENT, CEMETERY, MARKET HALL, CHRISTMAS LIGHTS, EG CASTLE, PUBLIC REALM & BORDERLANDS, LENGTHSMAN SCHEME**

Finance

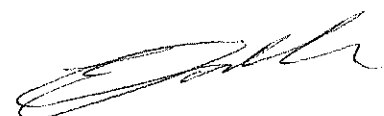
A Finance meeting was held on 17<sup>th</sup> June where the following was RECOMMENDED:  
To accept the quotation of £5,700 + vat for the repair of the Market Hall roof & £750 + vat for Cemetery House roof, this was RESOLVED.



	<p>To ask the successful contractor if they would include within their price the cleaning out of the gutters along the Market Hall roof, this was RESOLVED.</p> <p>To agree the Internal audit report (as part of the Annual Governance Audit Report), this was RESOLVED.</p> <p>To agree the Annual Governance statement, this was RESOLVED.</p> <p>To agree the accounting statement on the Annual Governance Audit Report, this was RESOLVED.</p> <p>To send the agreed quote to SP to put forward to the Cumberland panel for consideration for funding, this was RESOLVED.</p> <p>To not accept a quote of £3,399 from an agency to help source interested people for the role of caretaker, this was RESOLVED.</p> <p>The petty cash register &amp; money was also checked &amp; signed by JL as a true record.</p> <p><u>Castle Report</u></p> <p>The D-Day 80 commemoration at the castle held on 6<sup>th</sup> June was attended by Bookwell &amp; St. Bridget's school pupils and Councillors Sam Pollen, David Wright &amp; Michael McVeigh along with members of the public. The flag purchased by the Town Council was also raised.</p> <p>Following the lengthsman's concerns, the following has been reported to Charles Baker at Leconfield Estates:</p> <p>The Castle gates which are in a very bad state of repair &amp; getting worse by the day.</p> <p>The willow tree which the lengthsman suspects has died and will need felled.</p> <p>The wall at the entrance where the mare's tail is pushing out the stones.</p> <p><b>033.24.25 CONSIDER &amp; REVIEW CORRESPONDENCE</b></p> <p>An email was received informing the Town Council that Age UK would cease its services and trading from 31<sup>st</sup> May 2024 and has gone into liquidation.</p> <p>A concern was raised from a member of the public about a right of way path beside the florist on Main Street being blocked off. This was reported to Cumberland Council who have spoken to the owner and reported back that the closure is only temporary whilst work is carried out. RESOLVED to monitor the situation.</p> <p><b>034.24.25 TO CONSIDER &amp; RECEIVE THE CLERK'S REPORT</b></p> <p>RESOLVED to accept, consider and approve the Clerk's report.</p> <p><b>035.24.25 TO RATIFY THE PAYMENTS MADE BETWEEN MEETINGS</b></p> <p>RESOLVED to ratify the payments at 12<sup>th</sup> June 2024 amounting to £7,976.86.</p> <p><b>036.24.25 TO RECEIVE &amp; APPROVE THE FINANCIAL STATEMENT AT 12<sup>TH</sup> JUNE 2024</b></p> <p>RESOLVED to accept, consider &amp; approve the financial statement at 12<sup>th</sup> June 2024 amounting to £11,173.67.</p> <p><b>037.24.25 CHAIRPERSON'S ANNUAL REPORT FOR 2023/2024 – EW</b></p> <p>RESOLVED to accept the Chairperson's Annual Report</p> <p><b>038.24.25 TO REVIEW &amp; NOTE TH BI-ANNUAL INTERNAL AUDITOR'S REPORT</b></p> <p>RESOLVED to accept the Bi-Annual Internal Auditor's Report. It was RESOLVED that it is put in the minutes the excellent work carried out by the Town Clerk as reported by the Internal auditor.</p>	
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039.24.25	<p><b>TO REVIEW &amp; NOTE THE INTERNAL AUDIT REPORT ON THE ANNUAL GOVERNANCE &amp; ACCOUNTABILITY RETURN (AGAR) 2023/24</b>  RESOLVED to accept the Internal Audit Report on the Annual Governance &amp; Accountability Return (AGAR) 2023/24</p>
040.24.25	<p><b>TO CONSIDER, APPROVE &amp; SIGN THE ANNUAL GOVERNANCE STATEMENT ON THE (AGAR) 2023/24</b>  RESOLVED to approve &amp; sign the Annual Governance Statement on the (AGAR) 2023/24</p>
041.24.25	<p><b>TO CONSIDER, APPROVE &amp; SIGN THE ACCOUNTING STATEMENT ON THE (AGAR) 2023/24</b>  RESOLVED to approve &amp; sign the Annual Accounting Statement on the (AGAR) 2023/24</p>
042.24.25	<p><b>TO REVIEW &amp; AGREE THE FINANCIAL REGULATIONS</b>  RESOLVED to accept the Financial Regulations following a review.</p>
043.24.25	<p><b>TO REVIEW &amp; AGREE THE STANDING ORDERS</b>  RESOLVED to accept the Standing Orders following a review.</p>
044.24.25	<p><b>TO REVIEW &amp; AGREE THE TOWN COUNCIL CO-OPTION POLICY</b>  RESOLVED to agree the Town Council Co-Option Policy following a review.</p>
045.24.25	<p><b>UPDATE ON THE LETTING OF CEMETERY HOUSE</b>  EW will arrange a date to meet with GC at Cemetery House to carry out readings with a meter to detect damp and consider the way forward for the tenant to move in.</p>
046.24.25	<p><b>TO REVIEW THE ORIGINAL AGREEMENT REGARDING PEST CONTROL GC</b>  GC explained that it takes quite a long time for the pest controller to lay down the necessary equipment to catch any rodents and it would not be worth his time for what he was paid. A discussion took place and it was RESOLVED that the pest controller is informed that the cost will remain the same for the general check but if he has to attend to catch rodents, he will need to contact the office first.</p>
047.24.25	<p><b>UPDATE ON THE INTEREST REGARDING BECOMING A TOWN COUNCILLOR – CW</b>  CW was not in attendance therefore the matter was not discussed.</p>
048.24.25	<p><b>COUNCILLORS' MATTERS – AN OPPORTUNITY FOR COUNCILLORS TO RAISE MINOR MATTERS NOT ON THIS AGENDA AND NOT FOR DISCUSSION</b>  The Egremont Youth Partnership report submitted by Neil Ferguson highlighted that the group is thriving &amp; funding has enabled them to carry out improvement works. Cemetery Survey reports have been received and emailed out to Councillors. As the reports are such large documents &amp; quite technical, DW will be asked to read through and simplify the report for Councillors.  It was reported that a church attendee is currently cutting the grass at St Marys &amp; St Michaels churchyard so Works 4 You will not be charging us for this work for at least the end of the season.  Interviews for the position of Caretaker are due to take place on Monday 24<sup>th</sup> June 2024.</p>



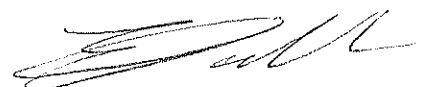
049.24.25

**ITEMS FOR INCLUSION ON THE NEXT AGENDA**

No items were brought up at the meeting

The Chairperson then moved to matters to be discussed in private

The meeting was brought to a close at 7.30pm

A handwritten signature in black ink, appearing to be 'E. J. ...', located at the bottom right of the page.