

# MARYPORT TOWN COUNCIL

Minutes of the Annual Council Meeting held on Monday 22 May 2023 in the Council Chambers, Town Hall, Maryport at 7.00pm.

## Present

<b>Councillor S Ashworth</b>	<b>Councillor C Bell</b>
<b>Councillor I Greaney</b>	<b>Councillor Ms J Hastewell</b>
<b>Councillor G Kemp</b>	<b>Councillor P Kendall</b>
<b>Councillor Mrs C McCarron Holmes</b>	<b>Councillor S Merrin</b>
<b>Councillor G Mitchell</b>	<b>Councillor J Newton</b>
<b>Councillor W Pegram</b>	<b>Councillor Mrs L Radcliffe</b>
<b>Councillor Ms C Slater</b>	

## In Attendance

**P Bramley (Clerk)**  
**Mrs L Douglas (Clerk)**

### **1/23 Election of Mayor 2023/24**

**Resolved** that Councillor Mrs L Radcliffe be elected Mayor of the Council for the Council Year 2023/24.

### **2/23 Declaration of Acceptance of Office**

**Resolved** that the Mayor's signature to the Declaration of Acceptance of Office be noted.

### **3/23 Election of Deputy Mayor 2023/24**

**Resolved** that Councillor Mrs C McCarron Holmes be elected to the role of Deputy Mayor of the Council for the Council Year 2023/24.

### **4/23 Apologies for Absence**

None received.

### **5/23 Appointment of Committees**

**Resolved** that all councillors be appointed as members of the Allotment Committee, the Planning & Economic Development Committee & the Finance & General Purposes Committee for 2023/24, & that the Terms of Reference for the Council & each of its committees be as follows:

1) Council

- a) To approve the Budget & set the Precept.
- b) To approve & set the Policy Framework.
- c) To determine the Council's Standing Orders.
- d) To appoint the Mayor.
- e) To determine terms of reference for committees, decide their composition & make appointments to them.
- f) To appoint Chairmen of committees, (subject to internal arrangements).
- g) To make appointments to outside bodies, unless otherwise delegated.
- h) To approve the Annual Return.
- i) To review the Council's Internal Controls.
- j) To review the Council's Risk Management arrangements.
- k) To deal with all other matters which must, by law, be dealt with by the full Council.
- l) To be responsible for the ratification of meeting records.

2) Allotment Committee

- a) To take decisions on behalf of the Council with regard to the operation of allotments.
- b) To determine policy & procedures for the operation of allotments.
- c) To review the list of applications for allotment plots on a periodic basis.
- d) To consider requests for exchange of plots.
- e) To make proposals to Finance & General Purposes Committee regarding allotment rent levels.
- f) To make appointments to outside bodies within its remit.
- g) To review all appropriate correspondence & communications dealing with matters of an allotment nature & take such decisions as are considered necessary.
- h) To consider & address any other matters in respect of allotment issues.
- i) To be responsible for the ratification of meeting records.

3) Finance & General Purposes Committee

- a) To take decisions on behalf of the Council with regard to Finance & General Purposes matters, the latter being defined as any matters not falling within the remit of another committee.
- b) To make recommendations on the budget & the precept to the Council.
- c) To make recommendations on the policy framework to the Council.
- d) To take decisions to implement the Council's policies & procedures.
- e) To determine how expenditure on services should be undertaken.
- f) To determine fees & charges levels for Council services.
- g) To monitor the budget.
- h) To determine the nature & level of reserves held.
- i) To receive reports from the Internal Auditor & take decisions as deemed necessary.
- j) To approve the Council's banking arrangements.

- k) To review & authorise payments.
- l) To consider & authorise the write off of bad debts.
- m) To consider & authorise variations to contracts.
- n) To manage the Council's assets.
- o) To determine the Council's Financial Regulations.
- p) To make recommendations on Standing Orders to the Council.
- q) To take decisions on Council staffing, including arrangements for payment of salaries.
- r) To make appointments to outside bodies within its remit.
- s) To review all appropriate correspondence & communications dealing with matters of a financial &/or general purposes nature & take such decisions as are considered necessary.
- t) To consider & address any other matters in respect of finance & general purposes issues.
- u) To be responsible for the ratification of meeting records.

#### 4) Planning & Economic Development Committee

- a) To take decisions on behalf of the Council with regard to Planning & Economic Development matters.
- b) To consider applications for planning permission & submit observations to the appropriate planning authority.
- c) To receive notifications from the appropriate planning authority on planning issues.
- d) To review and update the town development plan & develop local policies as appropriate.
- e) To consider any matters relating to Highways.
- f) To consider any matters relating to Licensing.
- g) To make appointments to outside bodies within its remit.
- h) To review all appropriate correspondence & communications dealing with matters of a planning & economic development nature & take such decisions as are considered necessary.
- i) To consider & address any other matters in respect of planning & economic development issues.
- j) To be responsible for the ratification of meeting records.

#### **6/23 Selection of Committee Chairmen**

##### **Resolved that:**

- 1) The following members be selected as Chairmen & Vice Chairmen for the stated committees:

- a) **Allotment Committee**  
Chairman: Councillor W Pegram  
Vice Chairman: Councillor S Ashworth
  
- b) **Finance & General Purposes Committee**  
Chairman: Councillor S Ashworth  
Vice Chairman: Councillor J Newton
  
- c) **Planning & Economic Development Committee**  
Chairman: Councillor Ms C Slater  
Vice Chairman: Councillor Ms J Hastewell

2) Chairmen of Committees' Responsibilities:

- a) To ensure the overall coordination & management of the committee's functions, with responsibility for matters of detail.
- b) To chair & manage committee meetings & ensure the committee achieves its terms of reference.
- c) To ensure the efficient carrying out of the processes for which the committee has responsibility.
- d) To demonstrate fair & open decision making by or on behalf of the committee.
- e) To ensure members' information needs are met so they can contribute fully to the decision-making process.
- f) To ensure committee members obtain the necessary skills to contribute to the work of the committee & to work with officers to provide training if necessary.
- g) To be willing to learn about the professional disciplines & services relevant to the work of the committee.
- h) To initiate & develop constructive relationships with members, officers & partners.
- i) To initiate and/or evaluate potential partners' ideas prior to presentation to committees and council.
- j) To ensure accurate records of all meetings, including those outside Council & committees, are maintained.
- k) To act as a bank signatory on behalf of the Council.

**7/23 Appointment of Representatives on Outside Bodies 2023/24**

**Resolved** that the following members be selected as representatives on the stated outside bodies:

Allerdale Borough Council Maryport Regeneration

Advisory Group  
Delivery Group  
Engagement Group  
Citizens' Advice Bureau  
Fawcett Johnson Charity

No appointment  
Councillor I Greaney  
Councillor Ms C Slater  
Councillor Ms J Hastewell  
Councillors S Ashworth & Mrs  
L Radcliffe

Flimby Windfarm External Monitor  
Maryport Harbour & Marine Authority  
Solway Area of Natural Beauty

Councillor Mrs C McCarron  
Holmes  
Councillor J Newton  
Councillor Ms C Slater

### **8/23 Outgoing Chairman Announcements**

Outgoing Mayor P Kendall reported, with sadness, that he had attended his last Town Council meeting after some twenty five years of membership of the Council. He expressed his proudness of his Maryport heritage & his practice of always putting Maryport first. He advised that, due to underlying health conditions, he had decided to spend time with his family & wife Angela, who had also given some twenty five years of service to the Council. He expressed their grateful thanks to Clerks P Bramley & Mrs L Douglas, & prior to them Mrs J Thompson, for their help & guidance over their time in office.

Mr Kendall reported that it had been his privilege as Mayor to lead the Council in its support of the late Queen's platinum jubilee, & more sadly her funeral, together with arrangements for celebrating the King's coronation. He wished success & longevity to the many individuals, organisations & schools that the Council had supported during his time as a Town Councillor.

Mr Kendall advised of his sadness that the recently established Cumberland Council did not appear to want to support the provision of a swimming pool in Maryport, despite the development funding being available. He noted that operational costs of some £205,000 had been provided by the previous Allerdale Borough Council administration. He also noted that Cumberland Council had made provision in excess of £522,000 for sports centres in Cockermouth, Keswick & Workington, together with over £1 million for the Sands Centre in Carlisle. He was of the view that historically, Maryport had found itself a 'poor cousin' in service provision when compared to provision made for other major towns in the former Allerdale area. He recalled that when Allerdale was created, the former Maryport Urban District Council that was able to provide a positive financial balance to the then newly created Allerdale District Council in 1974.

Finally, Mr Kendall urged the Council to continue the fight for a swimming pool in Maryport. He noted the extent of expenditure already incurred on professional services for the development of The Wave to encompass a swimming pool, some £306,000, & expressed his concern that the Cumberland Council department responsible for the regeneration for Maryport did not appear to be delivering what he considered Maryport was entitled to. In conclusion, he wished the new Town Council members all the best for the future.

### **9/23 Vote of Thanks**

Councillor Mrs C McCarron Holmes had a vote of thanks to the outgoing Mayor P Kendall, in which she noted his longevity of dedicated service to the people of Flimby & Maryport, his willingness to go out of his way to help people with issues & concerns & the amount of his own time that he had put into his long service as a Town Councillor. She wished him & his family well for the future.

The Meeting finished at 7.25 pm.

Signed .....  
Chairman  
Date .....