

**WHITEHAVEN COMMUNITY GOVERNANCE REVIEW PANEL**

**MINUTES OF MEETING HELD ON 10 NOVEMBER 2014 at 1:00pm  
IN THE BAINBRIDGE ROOM, THE COPELAND CENTRE.**

**Present:** Councillors Peter Kane (Chairman); George Clements; Stephen Haraldsen; John Kane; David Moore; Gillian Troughton and Peter Tyson.

**Officers:** Lindsay Tomlinson, Democratic Services Manager, Clive Willoughby, Member Services Technical Support Officer and Carole Edgar, Accountant-Financial Reporting and Technical.

**WCG 15/14 Minutes**

The Minutes of the meeting held on 14 August 2014 were signed by the Chairman as a correct record, subject to Councillor David Moore being shown as present.

**WCG 16/14 Whitehaven Community Governance Review – Next Steps**

The Panel was provided with an overview of the process undertaken so far and advised that the next step was to prepare a report with recommendations and draft Community Re-organisation Order for Full Council to consider at the 4 December 2014 meeting.

Members considered the name of the Council for the newly parished area and it was suggested that 'Whitehaven Town Council' be recommended.

The new Whitehaven Town Council would be created on 1 April 2015, with the election for Councillors taking place on 7 May 2015. The Town Council would then elect Councillors every four years, in line with all the Town and Parishes in the Borough.

The number of Town Councillors was then discussed and it was suggested that the Town Council be Warded and that the numbers follow the same model as the Borough Council Wards, with the exception of Bransty, where approximately one third of the Borough Council ward is in the Moresby Parish. This model would result in a total of 17 new Town Councillors.

The Panel discussed the issue of Transfer Options and were advised that guidance was being sought from the Department for Communities and Local Government (DCLG) on whether Allotments should be transferred automatically from the Borough Council to the new Town Council.

It was suggested that the Community Re-organisation Order be drafted to include the transfer of allotments.

The Panel was keen that the new Whitehaven Town Clerk be recruited and appointed by the new Town Council, however, there are a number of administrative tasks that need to be carried out prior to Town Councillors being elected. It was therefore suggested that a temporary Clerk be arranged, the cost of which could be recharged to the Town Council and it was further that the Cumbria Association of Local Councils (CALC) be consulted for advice.

Members considered the new 'home' for the Town Council and were in agreement that the new Town Council should make it's own arrangements, but may wish to consider moving meetings around the Town Council's area.

The first meeting would however be arranged by the Borough Council, together with the interim Town Clerk.

The first year's Precept was discussed and a number of options were put forward by the Accountant - Financial Reporting and Technical, for consideration. This included Contingencies & Reserves that would allow the Town Council scope to progress projects it wished to deliver.

It was suggested that an initial precept equivalent to £1.00 per week for a Band D property be recommended to Council.

**RESOLVED** – that the Community Re-organisation Order be drafted for consideration at the next meeting, prior to being recommended to Full Council and to include:-

- 1) The new parish council be called 'Whitehaven Town Council'.
- 2) The Town Council election for Councillors be on 7 May 2015, then every four years.
- 3) The Town Council be warded and the total number of Councillors be set at 17 as follows:
  - a) Bransty - 2 Councillors
  - b) Harbour - 3 Councillors
  - c) Hensingham - 3 Councillors
  - d) Hillcrest - 2 Councillors
  - e) Kells - 2 Councillors
  - f) Mirehouse - 3 Councillors
  - g) Sandwith - 2 Councillors
- 4) The transfer of Allotments
- 5) The initial precept equivalent to £1.00 per week for a Band D property.

It was further **Resolved** that it be recommended that an interim Town Clerk be arranged to cover the administrative tasks that need to be carried out prior to Town Councillors being elected. Who, together with the Borough Council, would arrange the first meeting of the Whitehaven Town Council.

The meeting closed at 2:05pm

Chairman.....

Date.....