

ULVERSTON TOWN COUNCIL

Town Clerk: Jayne Kendall
Town Mayor: Cllr. Sharon Webster
Deputy Mayor: Cllr. Amanda Rigg

Our Ref: JK/SY



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Dear Sir/Madam Councillor,

A **virtual meeting** of Ulverston Town Council will be held on **Monday December 14, 2020 at 7.00pm** and members are requested to attend via Zoom. Members of the public are invited to attend the meeting via zoom and the joining details are as follows:

Meeting ID: 824 0510 0216. Passcode: 663190

Yours sincerely,

Jayne Kendall

Town Clerk

AGENDA

1. Notification of Absence:

2. **Requests for dispensations:** The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.

3. **Declarations of interest:** To receive declarations by members of interests in respect of items on this agenda.

Standing Item:

- Members of SLDC Planning Committee: Cllrs: Jenkinson, D. Webster
M.Wilson (planning sub)

Town Mayor's announcements:

4. Public Participation via Zoom.

- *Microphones must be muted until invited to speak. Please raise the hand symbol on zoom if you have a question.*
- *For a period of **up to fifteen minutes** members of the public may ask questions of and raise matters that they think should be discussed by the Council in the future.*
- *Councillors are not permitted to answer questions from members of the public at this time, this is because the matter is required to be published in advance.*
- *Individuals must be residents of Ulverston wards and speak for a maximum of 3 minutes unless directed by the Mayor and must declare if they have a financial interest in the matter raised.*

5. **Minutes:** To **approve** the minutes of the Council meeting held on 16 November 2020.

6. **Update: Brief** update from Clerk, SLDC and Cumbria County Councillors. (written Police report sent to councillors)

7. Planning:

<http://applications.southlakeland.gov.uk/planningapplications/welcome.asp>

Members with a disclosable or personal interest **must leave the meeting** whilst the subject is debated and voted upon. Plans have been emailed in advance to members.

SL/2020/0769	Wilman, Morecambe Road, Ulverston. Conversion of attached garage to utility room and shower/we to side elevation.	Mr. John Crosby
SL/2020/0790	1 Nook Farmhouse, Cold House Lane. Single storey rear extension.	Mr. A. Morphet
SL/2020/0770	12 Three Bridges, Ulverston. Retention and completion of raised rear decking.	Claire Gelderd
SL/2020/0804	42 Rydal Road, Ulverston. Two storey rear extension.	Mr. Michael Devitt
SL/2020/0759	The Moorings, Canal Foot, Ulverston. Replacement dwelling.	Mr & Mrs. Andrews
SL/2020/0816	Ford Park House, Ford Park, Ulverston. Change of use from offices to residential.	Reform Developments
SL/2020/0752	3 The Paddocks, Pennington Lane. Ulverston. Combined garden office and storage room for small business and personal use.	Jon Tinning
SL/2020/0821	Beehive Business Park, Ulverston. Creation of overflow carpark for M&S.	Mr. Scott Hyning Bank
SL/2020/0824	Far Mountbarrow Farm, Ulverston. Detached 3-bedroom agricultural workers dwelling. (Resubmission SL/2020/0241).	E & CA Shuttleworth
SL/2020/0829	Co Operative Retail Services Ltd, Priory Road. Installation of various illuminate & non illuminated signs.	Co Operative Group
SL/2020/0832/3	18 Princes Street, Ulverston. Demolish rear extensions, replace two storey extension with alterations to garden, parking space & detached pool building.	Mr. M. Mayvers
SL/2020/0587	2 Alexander Road, Ulverston. Erection of rear gated fence & garden shed (Retrospective).	Mr. E. Stanton
SL/2020/0764/5	Site of Former Toll House, Daltongate. Construction of 1-bedroom detached bungalow & conversion of former toll house into ancillary accommodation.	Mr. P. Barton
SL/2020/0852	Union Inn, Union St, Ulverston. Demolition of lean-to and conversion to 2 dwellings.	Leck Construction

SL/2020/0857 11 Church Walk, Ulverston. **Mr. Joe Birchell**
Replacement single storey rear extension.

SL/2020/0859 31 Springfield Road, Ulverston. **Mr & Mrs T. Benson**
Demolition of existing detached garage
& erection of single storey side & rear extension.

- 8. Update on Ulverston Community Enterprises.** Cllr Jenkinson
- 9. Stagecoach route to Furness College.** Cllr Rigg
Council to consider writing to Stagecoach asking the company to drop students travelling from Ulverston directly outside Furness College and not on Abbey Road.
- 10. Ulverston Town Band Premises:** Update Cllr Irving
- 11. COVID-19 Vaccinations:** Cllr D. Webster
Council to consider ways in which councillors may support this programme when it is rolled out in Ulverston.
- 12. Ulverston Community Resilience Group.** Cllr M. Wilson
Update on this new group which is an amalgamation of the Ulverston Self Isolation Group and the Ulverston Emergency Planning Group.
- 13. Borderlands Project.** Cllr M. Wilson
<https://www.cumbria.gov.uk/communications/borderlandsgrowth.asp>
Council to **note** the update on the project and **nominate** two members from Ulverston Town Council to represent the town council on the Ulverston Borderland committee. The group will initially comprise Ulverston representatives from Cumbria County Council and South Lakeland District Council. The first meeting of the committee is proposed to be Thursday 28 January 2021 when terms of reference will be established.
- 14. Pedestrianisation of Ulverston Town Centre.** Cllr C Pickthall.
Council to request Cumbria County Council (Highways) to undertake a consultation on pedestrianisation of Ulverston Town Centre.
- 15. HR Standing Committee.** Cllr. J. Pickthall
 1. To approve the minutes of the previous meeting
 2. To approve the following documents (attached).
 - *Revised HR Handbook*
 - *Approval of a £200.00 payment to Grange Town Council to contribute to the 2k+ costs of producing the document.*
 - *Revised staff contract.*
 - *Assistant Town Clerk Job Description.*
 - *Assistant Town Clerk Person Specification.*
 - *Advertisement for the role.*
 - *Timescales for advertisement, sifting application and interview process.*
 - *Admin and Finance Officer appraisal outcome. Verbal Update.*
- 16. Finance and General Purposes Standing Committee:** Papers attached
Cllr C. Pickthall.

1. **To approve** the minutes of the previous meeting.
2. **To approve** the following financial documents (attached):
 - a. Bank statements and bank reconciliation: November.
 - b. Interim Internal Audit.
3. **Budget and precept 2021 - 2022:**
 - a. To note the clerks report recommending a rise in the precept of 2% to cover rising costs including the appointment of a 15 hour per week Assistant Town Clerk to deliver projects and manage grant funding.
 - b. To note the budget spreadsheet for 2021 - 2022

Recommendations to council from F&GP:

 - c. To approve an increase in the precept 2% which would provide an additional £4044 receipt.
 - d. Ulverston Community Enterprises. To note the allocation of a £10,000 grant in the budget for 2021/22m, to be paid when UCE has produced a business plan and the Coronation Hall is open to the public.
4. **Tenders:**

To approve recommendations to award the following contracts:

 - a. Wards: Refurbishment of 3 x WC cubicles in Gill toilets: £16,279.52 + Vat
 - b. Greaves Trees: Tree works on Gill Banks: £3430.00 + Vat
5. **Projects:**
 - a. To **approve** the **Ulverston Revitalisation Programme** and the Individual project detail.
 - b. To **approve** the allocation of £50,000 of unallocated reserves together the amalgamation of £13,545 for the track bed project making a total allocation of £63,545.
6. **Fire Risk Assessment:**

To note that the committee has requested the clerk to commission a comprehensive Fire and Health and Safety risk assessment on the office.
7. **Payments:** To **approve** payments (attached), to note payments that have been made between meetings, and assign two members to authorise payments virtually the following day.
17. **Matters for possible inclusion on future agendas:** To raise matters that members wish to be debated at a future meeting.
18. **Public:** For a period of **up to** fifteen minutes members of the public may raise matters that they think should be discussed by the Council.
19. **Date of Next Meeting:** Monday 18 January 2021 at 7.00pm.