

MARYPORT TOWN COUNCIL

Minutes of the Annual Council Meeting held on Monday 12 May 2025 in the Council Chambers, Town Hall, Maryport at 7.00pm.

Present

Councillor S Ashworth	Councillor C Bell
Councillor B Copeland	Councillor J Cuthell
Councillor J Hastewell	Councillor P Hetherington
Councillor G Kemp	Councillor S Merrin
Councillor G Mitchell	Councillor D Peggs
Councillor W Pegram	Councillor L Radcliffe
Councillor C Slater	

In Attendance

P Bramley (Clerk)
Mrs L Douglas (Clerk)
Invitees & members of the public

Before the Meeting started, the Community Champion Awards 2025 took place. The winner of the Individual Award was Alan Stubbs & Group Award winners were Ewanrigg Community Centre.

1/25 Election of Mayor 2025/26

Resolved that Councillor Mrs L Radcliffe be elected Mayor of the Council for the Council Year 2025/26.

2/25 Declaration of Acceptance of Office

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

3/25 Election of Deputy Mayor 2025/26

Resolved that Councillor B Copeland be elected to the role of Deputy Mayor of the Council for the Council Year 2025/26.

4/25 Apologies for Absence

Apologies were received from Councillors I Greaney, G Hampson, C McCarron-Holmes & J Newton.

5/25 Appointment of Committees

Resolved that all councillors be appointed as members of the Allotment Committee, the Finance & General Purposes Committee & the Planning & Economic Development Committee for 2025/26, & 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.

6/25 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 D Peggs

b) **Finance & General Purposes Committee**

Chairman: Councillor S Ashworth

Vice Chairman: Councillor W Pegram

c) **Planning & Economic Development Committee**

Chairman: Councillor J Hastewell

Vice Chairman: Councillor C Slater

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.

7/25 Appointment of Representatives on Outside Bodies 2025/26

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

Cumberland Council Maryport Regeneration
Town Board

Councillor S Ashworth
Councillor C Bell
Councillor I Greaney

Maryport Horizons CIC

Councillor I Greaney
Councillor P Hetherington

Citizens' Advice Bureau

Councillor Ms J Hastewell

Fawcett Johnson Charity

Councillors S Ashworth & L
Radcliffe

Flimby Windfarm

Maryport Harbour & Marine Authority
Solway Coast Protected Landscape

Councillors S Ashworth, V
Cuthbert & D Peggs
Councillor J Cuthell
Councillor C Slater

8/25 Cumberland Councillor's Report

Resolved that a standard item be placed on Full Council Meeting Agendas to receive an update from Cumberland Council members on matters concerning the area.

9/25 Council Meeting Attendance

Resolved that the report be noted.

10/25 Outgoing Chairman Announcements

Councillor Linda Radcliffe reported that she could honestly say that 2024/25 had been a year of great change in Maryport. The town had seen some major developments and redevelopments had progressed. Most of all, she thanked the two Clerks for steering the Council, both of whom should take credit for their unfailing wisdom and support of all the Council had done collectively, as a body of representatives of the Maryport area. Finally, Councillor Radcliffe offered a 'heart-felt thank you' to fellow councillors.

11/25 Vote of Thanks

A vote of thanks was given to the outgoing Mayor L Radcliffe, thanking her for all she had done in the area &, noting that she had been re-elected to the role for 2025/26.

The Meeting finished at 7.45 pm.

Signed

Chairman

Date