

Workington Town Council

Town Hall, Oxford Street, Workington, Cumbria CA14 2RS

Telephone: 01900 702986

Email: office@workingtontowncouncil.gov.uk

Website: www.workingtontowncouncil.gov.uk



Minutes of the meeting of Workington Town Council Planning Committee held on Tuesday 7 June 2021 at 7pm at the Helena Thompson Museum, Workington.

Cllr J Kirkbride	Present
Cllr R Briggs	Apologies
Cllr G Glaister	Present
Cllr H Harrington	Apologies
Cllr J Hunter	Apologies
Cllr P Poole (Vice Chair)	Present
Cllr B Sansom (chair)	Apologies
Cllr P Scott	Present
Cllr S Stoddart	Apologies
Cllr J King	Apologies
Cllr W Wilkinson (Dep Mayor)	Present

In attendance: Town Clerk of Workington Town Council.

P19.70. Apologies

Apologies were received and accepted as being for approved reasons under the terms of the Local Government Act 1972, s85, from Cllr(s) J Hunter, J King, R Briggs, H Harrington, B Sansom and S Stoddart.

P19.71. Declarations of Interest

Interest was expressed by Cllr P Scott who has knowledge of item 5 as an Allerdale councillor. Cllr G Glaister and Cllr P Poole also expressed an interest in item 5 as they have knowledge of the applicant.

P19.72. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No agenda items were identified as requiring the exclusion of press or public.

P19.73. Minutes of the last meeting

There were no minutes of the last meeting as it was cancelled and a report produced.

Resolved: To affirm the previous minutes as a true record.

P19.74. Planning Applications

The Committee considered the following planning applications received from Allerdale Borough Council and Cumbria County Council.

No.	Reference No.	Address	Description	Outcome
1	FUL/2021/0176	9 Victoria Place Workington CA14 3DG United Kingdom	Detached Garage	Redacted
2	FUL/2021/0161	Siddick Ponds Nature Reserve, Workington, CA14 1NQ	Wetland enhancements, existing brackish pond and improvement of path surface and installation of a length of boundary fence.	No Obj
3	FUL/2021/0180	Caspian Restaurant, Derwent Drive, Derwent Howe Industrial Estate, Workington CA14 3YW	Erection of a portal framed storage building	Determined 23/7/2021
4	FUL/2021/0100	7 Ashfield Gardens Workington CA14 4EZ	Change of use of offices to six self contained flats and four HMO rooms and communal areas	Determined 20/7/2021
5	FUL/2021/0181	51 High Street Workington CA14 4ET	Change of use of part domestic garden to additional storage area for existing roofing company	Raise concerns – loss of privacy/encroac hing
6	HOU/2021/0144	17 Elizabeth Street Workington CA14 4DB	Replacement wooden windows with UpVC	No Obj
7	HOU/2021/0163	James Duffield Close Workington CA14 4DW United Kingdom	Single storey rear extension	Determined 20/7/2021
8	HOU/2021/0164	35 Victoria Road, Workington CA14 2QT	Single story extension	Determined 20/7/2021
9	CAT/2021/0028	PORTLAND SQUARE, WORKINGTON	Maple (2) - Remove metal tree guard Sycamore (3) - Remove metal tree guard Whitebeam (4) - Remove metal tree guard and trunk growth Sycamore (5) - Remove metal tree guard and trunk growth	No Obj
10	HOU/2021/0154	1, Melbourne Terrace, High Harrington, CA14 5PQ	Proposed extension to side and rear	Determined 16/7/2021

11	HOU/2021/0161	Stackfield House, Minor Road Through Dean, Dean, CA14 4TH	Proposed single storey side extension	No Obj
----	---------------	--	--	--------

The meeting closed at 19.45pm.

Workington Town Council

Town Hall, Oxford Street, Workington, Cumbria CA14 2RS

Telephone: 01900 702986

Email: office@workingtontowncouncil.gov.uk

Website: www.workingtontowncouncil.gov.uk



Minutes of the meeting of Workington Town Council Planning Committee held on Monday 6th September 2021 at 7pm at Workington Town Council Community Centre, Workington.

Cllr J Kirkbride	Present
Cllr R Briggs	Apologies
Cllr G Glaister	Present
Cllr H Harrington	Present
Cllr J Hunter	Apologies
Cllr P Poole (Vice Chair)	Present
Cllr B Sansom (chair)	Present
Cllr P Scott	Present
Cllr S Stoddart	Apologies
Cllr J King	Apologies

In attendance: Town Clerk of Workington Town Council.

P19.75. Apologies

Apologies were received and accepted as being for approved reasons under the terms of the Local Government Act 1972, s85, from Cllr(s) J Hunter, J King, R Briggs and S Stoddart.

P19.76. Declarations of Interest

No expressions of interest were declared.

P19.77. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No agenda items were identified as requiring the exclusion of press or public.

P19.78. Minutes of the last meeting

To receive the minutes of the meeting on 2nd August 2021 and affirm them as a true record.

Resolved: To affirm the previous minutes as a true record.

P19.79. Planning Applications

The Committee considered the following planning applications received from Allerdale Borough Council and Cumbria County Council.

<https://planning.cumbria.gov.uk/Search/Results>

No.	Reference No.	Address	Description	Outcome
1	FUL/2021/0181	51 High Street Workington CA14 4ET	Change of use of part domestic garden to additional storage area for existing roofing company	No Objections Inform ABC
2	HOU/2021/0189	10 Dora Crescent Workington Cumbria CA14 2EZ	Roofing over part yard area and installation of a patio door to provide additional living accommodation	No Objections
3	WTPO/2021/00 23	8 CALVA BROW, WORKINGTON, CA14 1DD	Crown reduction and thinning out of Sycamore trees	Further information required – evidence inadequate
4	FUL/2021/0200	Croft House Highlaws Wigton CA7 4LY United Kingdom	Erection of two detached dwellings	N/A
5	FUL/2021/0201	5 Ellermire Drive Cockermouth CA13 9XD	Change of use of ground floor Class E(a) shop to Sui Generis music/karaoke venue	N/A
6	FUL/2021/0210	Town Hall Workington	Installation of a new VE Memorial statue	N/A

The meeting closed at 19.35pm.

Workington Town Council

Town Hall, Oxford Street, Workington, Cumbria CA14 2RS
Telephone: 01900 702986
Email: office@workingtontowncouncil.gov.uk
Website: www.workingtontowncouncil.gov.uk



Minutes of the Culture Committee of Workington Town Council, 7pm Tuesday 7th September 2021 held at Workington Town Council Community Centre, Princess Street, Workington.

Cllr C Armstrong (chair)	Present
Cllr P Poole	Present
Cllr R Briggs	Apologies
Cllr H Harrington	Present
Cllr G Glaister	Present
Cllr S Stoddart	Absent
Cllr P Scott	Present
Cllr J Kirkbride	Present
Cllr L Williams	Apologies
Cllr J King	Apologies

In attendance: Town Clerk for Workington Town Council.

C21.19. Apologies

Apologies were received and accepted as being for approved reasons under the terms of the Local Government Act 1972, s85, from Cllrs Ryan Briggs, Lynda Williams and Janet King.

C21.20. Declarations of Interest

None were received, During the meeting Cllr Armstrong declared an interest in item 7.

C21.21. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No agenda items were identified as requiring the exclusion of press or public.

C21.22. Minutes of the Previous Meeting

The Committee received the minutes of the meeting on 13th July 2021.

Resolved: To affirm them as a true record.

C21.23. Proposed Event Calendar for 2022-2023

The committee agreed to accept the proposed calendar with the following stipulations...

- Budget (although approximate) to be distributed to committee
- Some events will have sponsors
- No additional (add hock) events will take place

The committee considered that Remembrance Sunday needs to be a more involved event with local community involvement and a cross party working group.

Resolved: To accept the proposed Event Calendar for 2022-2023

Resolved: To issue an approximate budget

Resolved: To ensure relevant events have sponsorship

Resolved: To ensure no additional events will take place

Resolved: To take the proposal of a Remembrance Sunday working group to Full Council.

C21.24. Christmas Trees

The Chair confirmed that Iggusund can only donate two of their usual four Christmas trees this year. After discussion it was decided that one tree would be positioned at Church Road, Harrington and Allerdale Council would be approached to supply a tree for the Town Hall. Until the information is known from Allerdale Council the position of the remaining tree will not be decided.

A tree will be donated to Northside Community Centre, approximately 10-12" with a stand.

Resolved: To locate a tree at Church Road, Harrington

Resolved: To approach ABC for a tree for the Town Hall

Resolved: To donate a tree and stand to Northside Community Centre

C21.25. Memorials

The committee discussed the options for railings surrounding the VE/VJ Memorial Statue. Two options were available...

- Metal railings with poppy detail at £2,000.00
- Recycled plastic railing at £234.95

Vote for metal railings

For 5 Against 0 Abstain 1

Resolved: To purchase metal railings for VE/VJ memorial at £2,000.00

C21.26. Time Capsule

The Chair suggested the inclusion of a time capsule with the Nightingale Garden Memorial statue, the following suggestions were given...

- Inclusion in the capsule – a day in the life of a Covid 19 ward nurse with a picture of a nurse in full PPE.
- Local newspaper, information about music, events, ect...
- Suggestions from local school children about their memories of the pandemic.
- The capsule to be planted by a representative of the local hospital.

Resolved: To purchase time capsule for the cost of £40.00

Resolved: To approach the local hospital for their involvement

Resolved: To approach local schools for their involvement

Resolved: To collect items to be included in the capsule.

C21.27 Fireworks

The committee discussed the budget for the up coming fireworks event, including the Carnegie Theatre service of distributing the tickets for the event for 10p per ticket.

Vote for a budget of £12,000.00

For 5 Against 0 Abstain 1

Resolved: To provide a budget of £12,000.00 for the fireworks event

C21.18 Grant Applications

The Committee considered grant applications from...

- Frostom Pensioners – for transport for a Christmas shopping trip to Newcastle Markets
- Tribe Cumbria – for funding towards a Christmas sleigh

Resolved: To award the amount of £250.00 to the Frostom Pensioners.

Resolved: To Award the amount of £300.00 to Tribe Cumbria – with the stipulation that the grant is paid by invoice.

Meeting closed at 20.11

Workington Town Council

Town Hall, Oxford Street, Workington, Cumbria CA14 2RS

Telephone: 01900 702986

Email: office@workingtontowncouncil.gov.uk

Website: www.workingtontowncouncil.gov.uk



Minutes of the meeting of the Finance and General Purposes Committee held on Tuesday 25 May 2021 at 6.30pm at the Helena Thompson Museum, Workington.

Cllr C Armstrong	Present
Cllr H Briggs	Present
Cllr R Briggs	Present
Cllr G Glaister	Present
Cllr H Harrington	Present
Cllr S Melton	Apologies
Cllr B Sansom	Apologies
Cllr P Scott (chair)	Present
Cllr S Stoddart (vice chair)	Present
Cllr W Wilkinson	Present
Cllr J King (Mayor)	Present

In attendance: Town Clerk of Workington Town Council.

FG21.23 Apologies

Apologies were received and accepted as being for approved reasons under the terms of the Local Government Act 1972, s85, from Cllr Blain Sansom, and Cllr Sean Melton.

FG21.24 Declarations of Interest

There were no declarations of interest.

FG21.25 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

The Committee resolved to exclude the press and the public from item 10 on the agenda, as it pertains to an employment matter.

FG21.26 Minutes of the Previous Meeting

The Committee received the minutes of the meeting held on Tuesday 25th May 2021.

Resolved: To affirm the minutes as a true record.

FG21.27. Risk Assessment Review 2021-2022

To review the Council's risk management procedures.

Resolved: To affirm the minutes as a true record.

FG21.28. Presentation of the Accounts 2020-21

To receive and note the accounts for 2020-21.

- a) The Schedule of Payments 1-31 March 2021
- b) The Bank Reconciliation Statement as at 31 March 2021
- c) The S137 Payments as at 31 March 2021
- d) The Asset Register as at 31 March 2021
- e) The Budget Statement as at 31 March 2021
- f) The Annual Governance and Accountability Return (AGAR) Section 2 Accounting Statement 20-21

Resolved: To note the accounts for 2020-2021.

FG21.29. Schedule of Payments

To receive and note the Schedule of Payments 1 April to 30 April 2021.

Resolved: To note the Schedule of Payments.

FG21.30. Bank Reconciliation Statement

To receive and note the Bank Reconciliation Statement as at 30 April 2021.

Resolved: To note the Bank Reconciliation Statement as at 30 April 2021.

FG21.31. Budget Monitoring Statement

To receive and note a report on the Budget Monitoring Statement for 2021-2022 to 30 April 2021.

Resolved: To note the Budget Monitoring Statement to 30 April 2021.

FG21.32. Internal Auditor's report

To receive and note the Internal Auditor's report for the year ending 31 March 2021.

Resolved: To note the report and to commend Finance Officer Judith Atherton.

FG21.33. Princess Street Building Update.

To committee received an update on the development of the Princess Street Building. The plumbing is underway, the electrics are due on 7th June 2021 and the windows are due to be fitted in July, however the council staff will move into the building as soon as the electrics are complete.

CVC have offered to complete all painting of the inside of the building, WTC to provide materials.

Resolved: To note the report.

FG21.34. Asset Transfer

To committee received an update on offers and progress of potential asset transfers from ABC to WTC. ABC have offered the public toilets at Harrington Marina with a dowry of £8,000.00. ABC are still considering the dowry for the heritage package of Workington Hall, Helena Thompson Museum and Jane Pit.

Resolved: To note the report.

Resolved: To accept the offer of £8,000.00 for the Harrington Marina public toilets.

Resolved: To invite all councillors from Harrington and Salterbeck to discuss future use of the Harrington Marina toilets.

FG21.35. Live Streaming Physical Meetings

The committee discussed the legal and practical aspects of live streaming physical meeting.

Resolved: To research relevant software and hardware to gather costs to bring back to committee.

FG21.36. Employment Issues

The Committee resolved to exclude the press and the public from this item (Item 14 of agenda - Employment Issues) as it pertains to an employment matter.

Meeting closed: The meeting closed at 19.51

Workington Town Council Current Year (2021-2022)

Bank - Cash and Investment Reconciliation as at 31 August 2021

Confirmed Bank & Investment Balances

Bank Statement Balances

31/08/2021	Current Bank A/c	156,341.18
31/08/2021	HSBC (Back Lanes)	234,863.66
31/08/2021	West Cumbria Credit Union	9,992.00
31/08/2021	Petty Cash	83.12

401,279.96

Unpresented Payments

63,222.63

338,057.33

All Cash & Bank Accounts

1	Current Bank A/c	93,118.55
2	HSBC (Back Lanes)	234,863.66
3	West Cumbria Credit Union	9,992.00
4	Petty Cash	83.12
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	338,057.33



Case Study – Barrow ParkPlay

#MeetMovePlay



Background

The current coronavirus pandemic is having a profound impact on our communities, not only on people's health, but also on how they learn, work and live. Many adults and children are now leading more sedentary lifestyles due to online working, and the closure & restrictions of many local social clubs and activities.

There was no better time to launch a positive, free weekly physical activity project right in the heart of Barrow.

Overall Aim

To encourage and help local families and residents get active in a fun, non-judgemental welcoming environment.

The Product

ParkPlay is a charity supported by Sport England with a mission to give everyone the opportunity to experience the life-changing power of play.

ParkPlay's vision is to successfully launch and establish ParkPlay across the UK and to be in 450 parks by 2026. ParkPlay's uses play to deliver positive experiences that encourage more people to be active, positively improve perceptions of physical activity and act as stepping-stone to enhanced wellbeing.

ParkPlay is a simple idea – it's an event with fun and games every Saturday morning in Parks around the UK.

Everyone is welcome!



Working with partners

Local Headteachers, Barrow ICC, Barrow Borough Council, Local Leisure Centre, Cumbria County Council & the local professional sports clubs were brought together by Active Cumbria to work as a partnership to establish a ParkPlay in Barrow.

Chosen location

Permission was given to use Barrow Park, which is situated in one of the borough's most deprived wards and is central to the town with café amenities and toilets. All risk assessments and documentation were worked through with the borough council, who also provided support with a park ranger every Saturday and a permanent storage area for all play equipment.



Funding

Funding was awarded by Barrow Local Committee to employ a Playleader who will deliver the session every Saturday in Barrow Park and will also run the social media channels and manage volunteers.

ParkPlay provides all training, resources and support to the leader, ensuring the team in Barrow are fully supported and guided.

Chair of Barrow Local Committee, Cllr Kevin Hamilton said, 'What better way to become active and have fun, then with ParkPlay every Saturday morning offering a full range of fun activities for any age group, young or old. All welcome.'

Appointment of the PlayLeader

It was agreed at the start, that the essential criteria for the PlayLeader wasn't coaching or sports qualifications but an understanding of inclusiveness, excellent communication and a bright and positive outlook.

As luck would have it, we ended up with all those qualities plus the individual also being a qualified dance and fitness instructor & paediatric nurse. Laura Leigh was appointed following several Zoom interviews and a day at a local school where she took a games session with the students.



Return on Investment

There has been an unprecedented positive response from residents, over the first three weeks despite school bubbles bursting and also rain on the Saturday, attendance figures were.

Week 1 – 60 people (adults and children) came to the first event

Week 2 – 64 people

Week 3 – 56 people (heavy rain)

196 people have registered for Barrow ParkPlay in total (highest of all Park Plays in the UK), of whom only 42% have come so far.

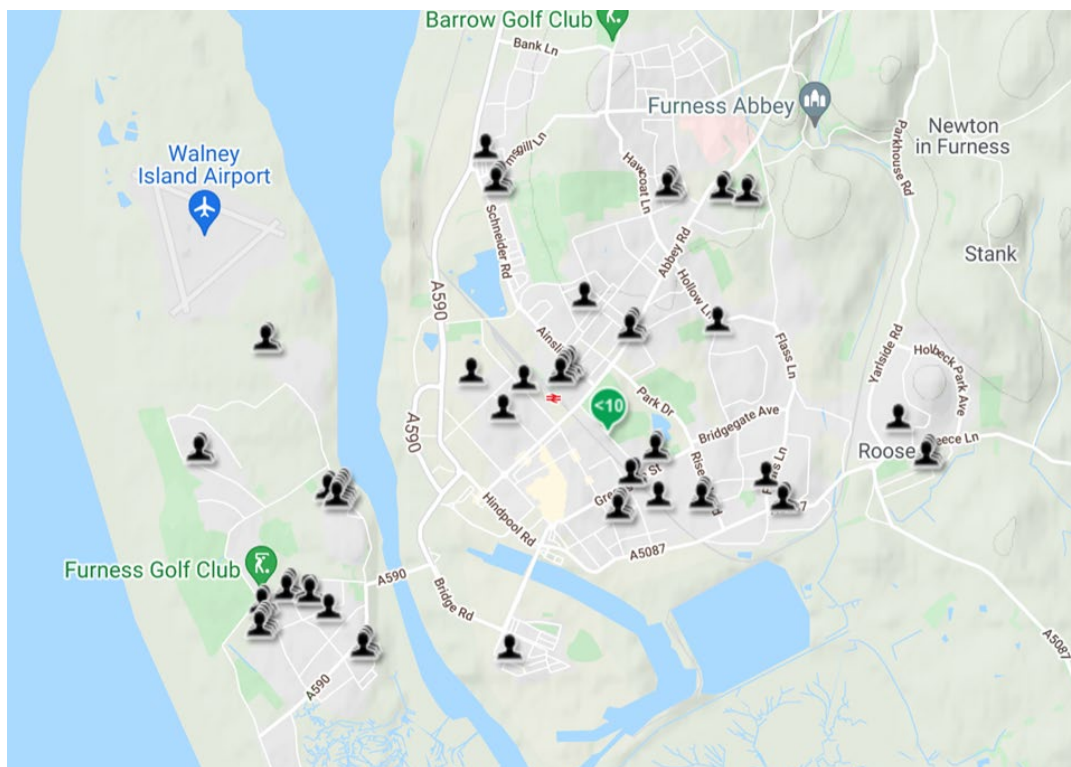
There are currently 471 members on the Barrow ParkPlay Facebook group.

Alongside ParkPlay, the café in Barrow Park has seen most of the families all get together there for a brew and chat after the session, which has provided the business with much needed income.

Here is a map of where attendees are coming from, excluding a couple of outliers from Askam-in-Furness.

What great about this map is that it shows most attendees are coming from Central Ward (the nearest and most deprived) & Ormsgill (the second most deprived, but a good distance required to travel to the venue).

Both the primary schools in these areas are part of our partnership, which demonstrates the importance of involving schools in the planning stage.



Target Groups & Engagement

Our target group is everyone, but essentially families from our deprived wards, are who we are tailoring much of the marketing and communication around.

The sessions are being strongly promoted through local schools and key organisations.



Be a ParkPlayer!
Free Fun & Games for all



Barrow Park
Every Saturday 10-11am
Everyone welcome
Register at park-play.com



Delivery Model & Content

The PlayLeader plans the activities for each week and volunteers arrive at 9.15am to go through the games, with each volunteer having a key role.

The games are all inclusive, fun and many times include a story telling model e.g.: Dragons guarding the jewels, then there are also the more traditional games such as rounds, quick cricket etc.

Everyone takes part in a warm-up and is fully supported by the volunteers throughout the session with encouragement & demonstrations.



Volunteering Opportunities

The roles of the volunteers are essential for ParkPlay's success.

This supports parkrun's long-held belief that volunteering improves health and wellbeing equally as much as being a participant.

There are number of roles available each week from registering people on arrival to leading in the activities.

Barrow ParkPlay is going to create a rota, very similar to the local parkrun model that way people can commit to a week up to a month in advance, allowing for great commitment from volunteers plus everyone will then have access to the rota, so it avoids any mis-understandings and sort-handed sessions.

maxbaron1066
Barrow Park



Different Themes

To add to the sessions, we have decided to have themed events, this is just another way to increase the comms and attract more people.

Saturday 3rd July – Football themed

Saturday 19th July – Street Tag in the Park

We also have scope to invite local clubs and activity providers down to future sessions so they can showcase their club and support the scheme.

Laura Fieldhouse Leigh
1 h · 🧑

Barrow ParkPlay at Barrow Park will be the street tag hot spot on Saturday morning 10-11 with lots more points available. Why not come along and join in some free, fun games at the same time 😊



Future Plans

We are currently identifying future potential parkplay sites in the borough, without taking people away from the Barrow Park prime site.

Looking at our outlying wards, where transport and other barriers stop people from getting to the Park and health inequalities are partially high.

Feedback

Feedback has been superb – see below for a limited sample so far but vast majority of families scoring the sessions 5/5 and saying they will recommend to their friends and family.

'It was fantastic, lots of fun had by all, we'll be back next week.'

'Great morning, thanks to everyone who makes it happen. The kids loved it' - Nicola Johnson

'We had a brilliant time, thank you so much.'



More details

You can find out more about ParkPlay in Barrow at the ParkPlay website <https://park-play.com>

Barrow ParkPlay Facebook Page <https://www.facebook.com/groups/6037998612884883>

Cando FM Interview with ParkPlay CEO Rick Jenner - <https://youtu.be/oaUGIKHsYf8>

Customer story

How Newquay Town Council cut six Full Days from their Meeting Preparation Time

Newquay Town Council is a relatively new local authority, established as recently as 1987. For most of its existence, the organisation has experienced steady but slow growth and was able to manage it effortlessly.

In the past few years, however, things shifted dramatically as Newquay Town Council took on a number of new duties. To handle the increasing volume of work, the staff was expanded to 44 employees.

The growth was unexpected and presented new, unique challenges that we discussed with Callum Rowley, the organisation's IT Service Manager.

The need for a change

As the Council was expanding, the communication gap between members and residents widened. Decisions, actions, meetings—much of the important information was announced on paper and wasn't reaching many of Newquay's circa 21,000 citizens.

It was time to try and engage them digitally.

"[In the past year], we've tried to create our digital engagement with our residents.

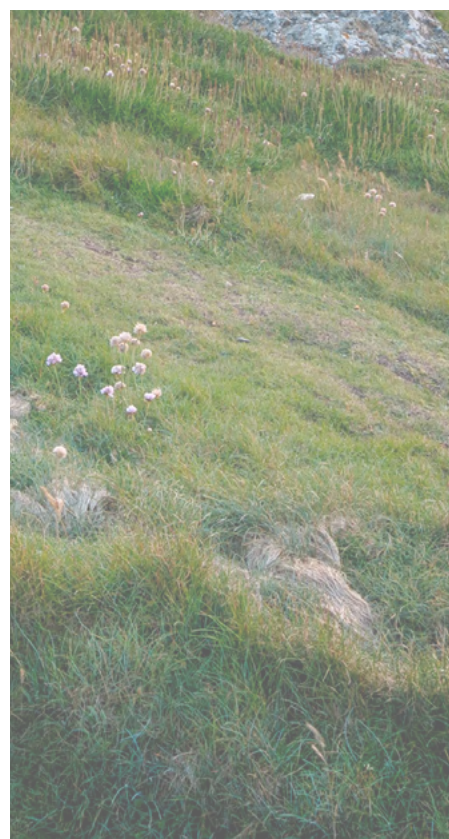
Our main aspect of all the technology that we've been adopting recently is to better engage and communicate more so we can be more transparent."

But external communication wasn't the only issue. Internal communication was also a challenge because it relied on a time-consuming paper-based process. Organising a Committee Meeting meant a full day's work for two officers as well as the printing of dozens of sheets of paper, per member, per meeting.



"We literally have everything that we need at the tap of our fingertips."

Callum Rowley - IT Service Manager Newquay Town Council



As you can probably imagine, this also resulted in a significant carbon footprint. As Mr Rowley said,

"We do use a few hundred thousand pieces of paper every single year which, from looking into it, equated to about 63 trees in a year.

We're currently trying to review our climate strategy quite deeply and, of course, cutting down 63 trees every year just for the way the Council conducts meetings isn't sustainable.

[This number] would increase in the future years with more activities and more services that we would have to provide."

Newquay Town Council needed the right technology to digitalise its meetings, while also opening them to the public.

The search for a suitable solution was a bit more difficult than expected as there weren't many options. Finally, the Council decided to go with iBabs, after taking advantage of [the free trial](#).

What was it like to implement iBabs?

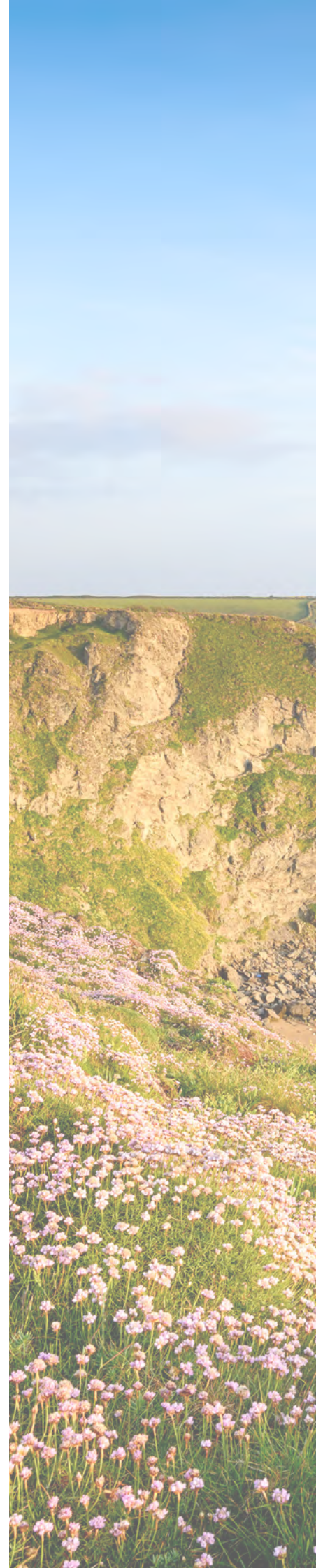
Adoption was easy because no new hardware was necessary


Members and staff already had a wide variety of devices that were used in meetings. So, one of the main concerns was to find a solution that was compatible with all of the existing equipment and wouldn't require the purchase of new hardware.

Since iBabs runs on all platforms, members were able to continue working with the devices they were used to.

The need for IT support was reduced

The IT team found that iBabs required minimal maintenance which was especially important in a diverse, fast-growing team. Members and staff didn't require a lot of support because they found the solution intuitive.






“It was quite simple to keep maintained and it was quite simple for members. When I approached [staff and members] with the platform, they were more than happy to try it and, as far as I’m aware, none of them have had any issues at all. It’s the simplicity and the user experience which the platform offers that are quite superb.”

In fact, when the constant printing stopped, the printers within the organisation became less likely to need repairs.

The Council Became More Flexible

iBabs allows the Town Council to run meetings in any location they choose. The app works on mobile devices as well as desktop computers and all that members need is to be logged in to iBabs, or download the meeting papers if they were going somewhere with no internet connection.



“We literally have everything that we need at the tap of our fingertips. If we have to relocate a meeting due to, say, extreme weather in Newquay, we can do it. We can just unplug our iPads and move.”

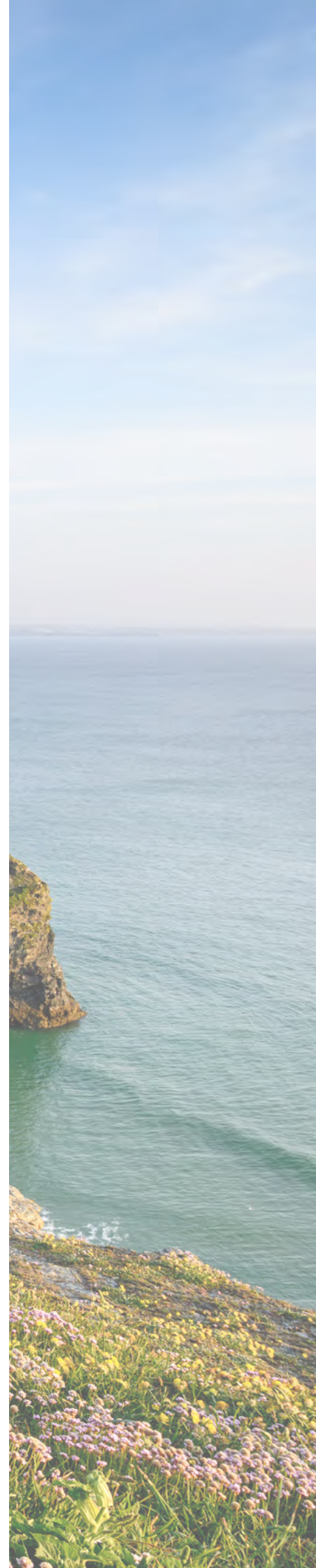
What are the results?

The Town Clerk Saves at least 6 Days a Month

Newquay Town Council conducts seven formal Full Council & Committee meetings per month and, with iBabs, they are now able to prepare for a meeting in one hour. This means that they are saving six full work days every month.

Before iBabs, the Town Clerk had to spend a full day preparing the agenda and running it by Council Members. Now, this task takes no more than one hour and everything is done within the iBabs app. Members can review all related documents on the go, on any device. There is no need to print the agenda or the accompanying files.

During the meeting, minutes and decisions are recorded instantly through the iBabs time-saving template. After the meeting, the related files are distributed securely to all stakeholders.



“Previously [the Town Clerk] was spending a full day on preparing the agenda and getting it ready in order to get approval from our members.

It’s come from an all-day task to a task that takes about an hour.

So, that is saving the Council a lot of time and a lot of money, in that respect.”

Trees are being spared

After adopting iBabs, Newquay Town Council’s meetings are all moving to paperless following a short implementation period to allow members time to adjust. There is no need for printing members copies because the stakeholders can see the agenda, together with all relevant files, right in the app. The only paper copies that will be printed for the foreseeable future will be for members of the public.

“The Council won’t be printing any papers for its members. If they want papers, they have to print them themselves. Otherwise, they’ve got iBabs.”

It’s Finally Possible To Track Performance

Using iBabs’ Actions function, members can review any outstanding actions, at any time, without having to go through the entire report of the previous meeting. This allows Newquay Town Council to keep track of their progress and to assess the results they’ve achieved.

“It helps our members better view what our day to day works like and support us in how we’re going to be able to move forward to achieve more.”



WHAT NEWQUAY TOWN COUNCIL SAYS ABOUT IBABS

At Newquay Town Council, many new initiatives are underway and there is little time to adopt a complicated piece of software, let alone support all members and staff in using it. That's why the organisation values iBabs' simplicity above all else.

"Through all the software that I've been bringing to the Council for the past five years, this has been by far the most efficient.

It's quite user-friendly, whereas, with previous [tools], I always had to sit down with every single individual, do quite in-depth explanations and go through how the software works multiple times. I haven't had to do it with this platform."

If you, too, are looking to reduce your meeting preparation time, you can request a free iBabs demo [here](#).

12:41

Detailed Income & Expenditure by Budget Heading 31/08/2021

Month No: 5

Cost Centre Report

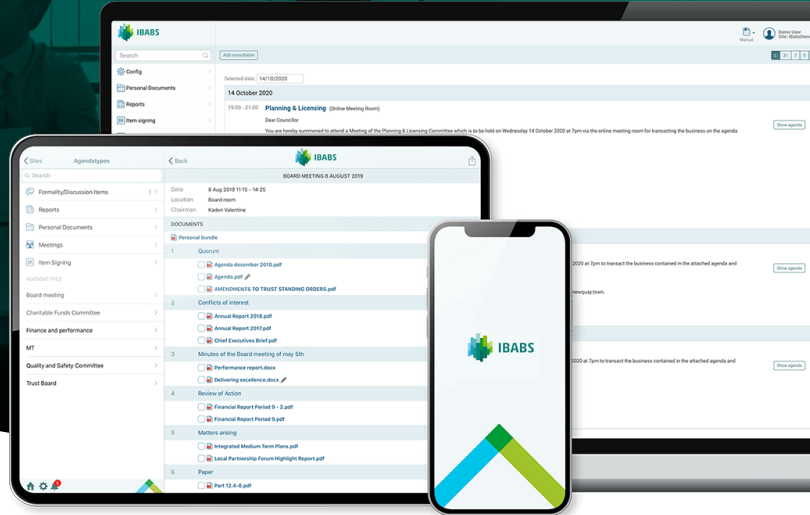
	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Finance & General Purposes</u>								
1076 Precept	0	280,275	560,550	280,275			50.0%	
1090 Income -Interest	0	6	500	494			1.2%	
1100 Income -Grants & Donation	0	6,370	19,500	13,130			32.7%	
1150 Income Car Park	0	1,000	1,500	500			66.7%	
1160 Income - Dividend	0	1,441	6,500	5,059			22.2%	
Finance & General Purposes :- Income	0	289,092	588,550	299,458			49.1%	0
4000 Salary	12,106	70,258	203,700	133,442	12,106	121,335	40.4%	
4010 National Insurance	1,020	5,993	16,400	10,407	1,020	9,388	42.8%	
4020 Pension	2,115	18,487	39,800	21,313	2,115	19,198	51.8%	
4110 Training	0	180	4,000	3,820		3,820	4.5%	
4120 Telecoms & IT	7	2,156	8,000	5,844		5,844	27.0%	
4140 Insurance	0	0	4,500	4,500		4,500	0.0%	
4150 Printing & Stationery	12	137	1,836	1,699		1,699	7.4%	
4160 Website & Newsletter	0	0	5,865	5,865		5,865	0.0%	
4170 Subscriptions & Memberships	337	2,336	2,200	(136)		(136)	106.2%	
4180 Postage	71	158	1,785	1,627		1,627	8.9%	
4190 Repairs & Renewals	118	1,522	5,000	3,478		3,478	30.4%	
4200 Audit Fees	0	220	2,306	2,086		2,086	9.5%	
4210 Office General	523	1,738	5,000	3,262	33	3,229	35.4%	
4220 Election Fund	0	0	4,500	4,500		4,500	0.0%	
4250 Civic Functions	(2,733)	292	2,000	1,708		1,708	14.6%	
4260 Fleet	376	1,665	5,000	3,335		3,335	33.3%	
4270 Accommodation	62	5,498	10,000	4,502		4,502	55.0%	
4280 Advertising civic/employment	0	0	750	750		750	0.0%	
4290 Annual Meeting	0	1,249	1,800	551		551	69.4%	
4310 Personal Protective Equipment	42	453	2,000	1,547		1,547	22.6%	
4320 Mayoral Allowance	310	930	3,100	2,170	310	1,860	40.0%	
4340 Mayoral Travel	0	0	500	500		500	0.0%	
4360 Community Development	2,480	2,480	15,000	12,520		12,520	16.5%	
4370 Citizens' Advice Bureau	0	0	5,000	5,000		5,000	0.0%	
4380 Member Development	0	150	1,000	850		850	15.0%	
4390 Youth Provision	150	150	15,000	14,850		14,850	1.0%	
4400 Town Hall Development	311	12,840	1,000	(11,840)	240	(12,080)	1308.0%	12,219
4410 Memorial Garden	1,515	3,252	0	(3,252)		(3,252)	0.0%	3,252
Finance & General Purposes :- Indirect Expenditure	18,823	132,144	367,042	234,898	15,824	219,074	40.3%	15,471
Net Income over Expenditure	(18,823)	156,948	221,508	64,560				
6000 plus Transfer from EMR	1,819	15,471						
Movement to/(from) Gen Reserve	(17,004)	172,419						

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>110 Culture</u>								
1230 Income -Christmas Festival	35	35	0	(35)			0.0%	
1250 Festival Income	123	123	0	(123)			0.0%	
Culture :- Income	<u>158</u>	<u>158</u>	<u>0</u>	<u>(158)</u>				<u>0</u>
4510 Sport	170	1,651	10,000	8,349		8,349	16.5%	
4520 Heritage Projects	0	0	5,000	5,000		5,000	0.0%	
4530 Town Band	0	0	1,200	1,200		1,200	0.0%	
4540 Christmas Lights	0	48,577	50,000	1,423		1,423	97.2%	
4550 Christmas Festival	0	1,050	20,000	18,950		18,950	5.3%	
4560 Remembrance	0	0	1,500	1,500		1,500	0.0%	
4580 Promo, Adverts & Publicity	415	1,131	7,500	6,370		6,370	15.1%	
4590 Community Grants	0	0	3,600	3,600		3,600	0.0%	
4600 Fun Days	1,284	2,034	12,000	9,966		9,966	16.9%	
4610 Theatres	0	0	5,000	5,000		5,000	0.0%	
4620 Museums & Exhibitions	0	5,000	5,000	0		0	100.0%	
4630 Cultural Groups	0	1,500	5,000	3,500		3,500	30.0%	
4640 Tech Fest/Tournament	0	0	500	500		500	0.0%	
4650 Festival Expenses	1,637	11,147	44,000	32,853		32,853	25.3%	
Culture :- Indirect Expenditure	<u>3,506</u>	<u>72,089</u>	<u>170,300</u>	<u>98,211</u>	<u>0</u>	<u>98,211</u>	<u>42.3%</u>	<u>0</u>
Net Income over Expenditure	<u>(3,348)</u>	<u>(71,931)</u>	<u>(170,300)</u>	<u>(98,369)</u>				
<u>120 Environment</u>								
1999 Income -Other	0	575	0	(575)			0.0%	
Environment :- Income	<u>0</u>	<u>575</u>	<u>0</u>	<u>(575)</u>				<u>0</u>
4700 Workington in Bloom Displays	13,577	14,243	17,500	3,257		3,257	81.4%	
4710 Bloom Development	0	300	3,000	2,700		2,700	10.0%	
4720 Play Area/Parks Development	0	1,050	41,000	39,950		39,950	2.6%	
4730 Workington Nature Partnership	20,000	20,000	23,500	3,500		3,500	85.1%	
4740 Back Lane Improvement	0	0	5,000	5,000		5,000	0.0%	
4770 Parks/Play Area Maintenance	9,542	16,377	15,000	(1,377)		(1,377)	109.2%	
4780 Footway Lighting	0	114	500	386		386	22.9%	
4790 Bus Shelters	0	0	3,000	3,000		3,000	0.0%	
4800 Public Seating	0	0	2,000	2,000		2,000	0.0%	
Environment :- Indirect Expenditure	<u>43,119</u>	<u>52,084</u>	<u>110,500</u>	<u>58,416</u>	<u>0</u>	<u>58,416</u>	<u>47.1%</u>	<u>0</u>
Net Income over Expenditure	<u>(43,119)</u>	<u>(51,509)</u>	<u>(110,500)</u>	<u>(58,991)</u>				
6001 less Transfer to EMR	0	25,000						
Movement to/(from) Gen Reserve	<u>(43,119)</u>	<u>(76,509)</u>						

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>130 Allotments</u>								
1400 Income -Allotment	22	211	8,000	7,789			2.6%	
1410 Income - Allotment Water	0	0	950	950			0.0%	
Allotments :- Income	<u>22</u>	<u>211</u>	<u>8,950</u>	<u>8,739</u>			<u>2.4%</u>	<u>0</u>
4900 Allotment Running	205	1,829	8,500	6,671		6,671	21.5%	
4910 Allotment Development	6,800	13,217	4,500	(8,717)		(8,717)	293.7%	11,185
4920 Allotment Water Expense	1,421	1,844	0	(1,844)		(1,844)	0.0%	
Allotments :- Indirect Expenditure	<u>8,426</u>	<u>16,890</u>	<u>13,000</u>	<u>(3,890)</u>	<u>0</u>	<u>(3,890)</u>	<u>129.9%</u>	<u>11,185</u>
Net Income over Expenditure	<u>(8,404)</u>	<u>(16,679)</u>	<u>(4,050)</u>	<u>12,629</u>				
6000 plus Transfer from EMR	6,800	15,571						
6001 less Transfer to EMR	0	8,785						
Movement to/(from) Gen Reserve	<u>(1,604)</u>	<u>(9,894)</u>						
Grand Totals:- Income	180	290,036	597,500	307,464			48.5%	
Expenditure	73,874	273,206	660,842	387,636	15,824	371,812	43.7%	
Net Income over Expenditure	<u>(73,694)</u>	<u>16,829</u>	<u>(63,342)</u>	<u>(80,171)</u>				
plus Transfer from EMR	8,619	31,041						
less Transfer to EMR	0	33,785						
Movement to/(from) Gen Reserve	<u>(65,075)</u>	<u>14,085</u>						



Effective & easy board and meeting management



In this fast-paced world, you need a meeting management solution that is simple, efficient, and incredibly easy to use. With iBabs, you can manage the entire meeting process on a single platform.

Over 300,000 users in 3000+ companies trust the software for their compilation, distribution, board and meeting management.



Save hours preparing for meetings



Access agendas and documents everywhere, 24/7 - even offline

Record minutes and decisions



Improve collaboration with other board members

Keep all sensitive data secure on-premise or in the cloud



Distribute board packs in seconds instead of days

iBabs For Directors

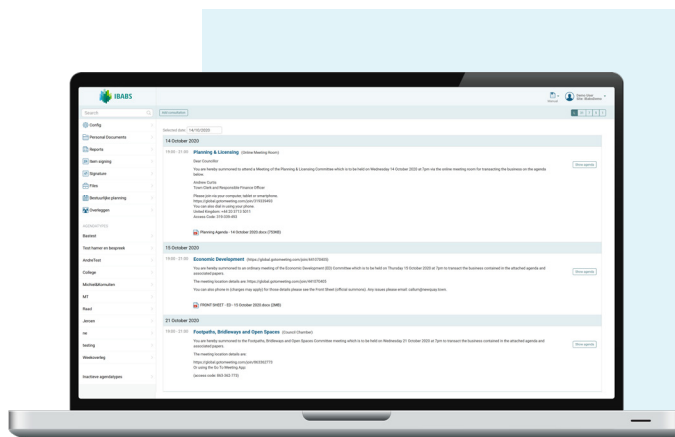
How iBabs makes your meetings more effective

iBabs for directors & executives provides the busy decision makers with a concise view of their meeting details, agendas and associated documents. Users can add their own notes, privately collaborate online with other participants and vote on the items being proposed. All documents within the system have version control and all the information is highly secure.

Make informed decisions with confidence

Power through agendas and documents, make more informed decisions and conduct board meetings faster.

iBabs not only captures the entire decision-making process – it takes all the paperwork out of meetings.



Before
Save hours preparing



During
Collaborate quickly and easily



After
Improve and confirm accountability

Security

- Strong password Policies
- Fully Encrypted
- ISO27001/27002 Certification

Voting

- Fully supports board resolutions
- Quickly and confidentially record votes
- Report on decisions taken
- Access voting summaries

iBabs Connect

- Secure participants video conferencing via iBabs
- Record and save meetings
- Secure video link for meeting viewers

Digital documents

- Add notes on your documents
- Collaborate with others
- Version control and automated sync
- Secure e-signing of documents

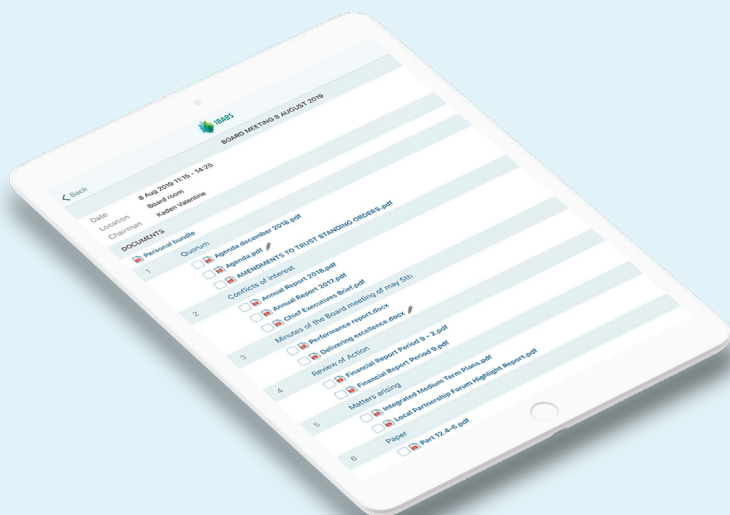
iBabs For Secretaries

Discover the paperless meeting advantage

You understand all the work that goes into an effective meeting. Imagine how much simpler everything could be with iBabs. No more paper! All participants have everything they need at their fingertips, and you're in control.

“For Every committee meeting we are saving seven hours of time not printing paper”

Cathie Steele, Public Health Wales



Keep your records straight

No more time-consuming typing of meeting minutes or checking if all participants received the necessary documents.

Discover the paperless meeting advantage, as iBabs makes work easier and saves you valuable time.



Before
Save hours of time and effort



During
Ensure everyone has what they need



After
Efficient follow-up

Security

- Secure log in
- Full access control
- Create and manage document libraries
- Lock sensitive information

Reporting

- Monitor participants
- Voting outcomes
- Action log
- Decisions

Meeting Management

- Pre-defined and customisable templates
- Create meetings from Microsoft Outlook
- Easily upload documents in 2-clicks
- Convert all documents to PDF in seconds
- Meetings are pushed to all participants automatically

Minutes

- Capture the minutes live within iBabs
- Record decisions
- Assign actions
- Export and Edit
- Send for approval

Stable, secure and trusted from experienced developers

AES- 256 BIT

iBabs uses the same secure encryption trusted by banks and departments of defense – 256-bits AES encryption.

Because of stricter privacy laws, all **our servers are located in Europe.**

ISO certified

All iBabs processes and procedures comply with ISO 27001 and ISO 27002 requirements, that ensure iBabs meets the highest international information security standards.



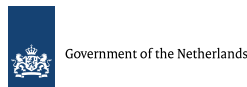
Available in 14 different languages

Supporting companies around the globe.

24/7 product support

With round-the-clock support, we've already made productive meetings go more smoothly for more than 300,000 people.

Experience you can trust:



Contact us for more details:
www.ibabs.com | info@ibabs.com

List of Payments made between 01/07/2021 and 31/07/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
06/07/2021	Richard James Newsagents Ltd	108980	87.12		Stamps
06/07/2021	WF Support Services Ltd	108982	217.73		PPE equipment for WTC CC
06/07/2021	Workington Heritage Group	108983	149.00		5 x room hire at HTM
06/07/2021	Cumbria Recycling Ltd	108984	70.00		Re-conditioned fridge WTC CC
06/07/2021	Beacon Fire Protection Ltd	108985	600.00		2 x fire risk assessments
06/07/2021	Easby Orwell Ltd	108986	468.00		Ad in Cumb Guide Jul/Aug
06/07/2021	FuelGenie Business Account	108987	272.81		Fuel for van & machines Jun 21
06/07/2021	Thomas Kay Photography	108988	195.00		Photography at C of Errors Jul
06/07/2021	Firpress Ltd	108989	8.00		Stationery
06/07/2021	Day Cummins	108990	504.00		Prof services Memorial Garden
06/07/2021	Purple Lunch Box	108991	114.00		Food for performers CoE
06/07/2021	Bastion Events Management	108992	2,789.55		Equip at C of Errors Jul 21
06/07/2021	Tivoli Group Limited	108993	300.00		install goalposts M/close
06/07/2021	AA Electrical Contractors (Sol	108994	47.40		Addit electrics - alarm WTC CC
06/07/2021	Apogee Corporation Limited	108995	276.00		Relocation of copier
06/07/2021	Emma Chapman	CHQ 108996	501.82	LGA s111	Expenses
06/07/2021	AA Electrical Contractors (Sol	CHQ108994	-47.40	LGA s111	Cancelled chq - wrong amount
06/07/2021	Thomas Kay Photography	CHQ 108988	-195.00	LGA s111	Payee name incorrect
08/07/2021	Reedlands Auto Centre Ltd	108997	35.99		Renew mirror glass in van.
08/07/2021	Floral Design (Cumbria) Ltd	108998	90.00		3 x bouquets Annual Meeting
08/07/2021	Des Horner	108999	950.00		Welding fence panels M View
08/07/2021	Ashtead Plant Hire Company Ltd	109000	235.27		Herris fencing Night garden Ap
08/07/2021	WM Plant	109001	21.06		Service rotary mower
08/07/2021	Trade UK Account	109002	8.99		Various supplies June 21
08/07/2021	BNP Paribas Leasing Solutions	109003	239.02		Qtrly rent (2) photocopier
08/07/2021	WF Support Services Ltd	109004	758.45		Cleaning/supplies WTC CC
08/07/2021	Calc	109005	20.00		Planning course BD 240521
10/07/2021	Card Saver Limited	DDR June	0.24		Transaction costs June 21
10/07/2021	Card Saver Limited	DDR July	12.00		Virtual terminal fee July 2021
10/07/2021	JCB Finance Ltd	DDR Jun 26	949.39		Payment 26 hp for mower
12/07/2021	Business Stream	109006	94.64		Water WTC CC 240521-290621
12/07/2021	Manx Telecom Trading Ltd	109007	30.00		Monthly sim card matrix boards
13/07/2021	AA Electrical Contractors (Sol	109008	4,740.00		Electrics at WTC CC
13/07/2021	Guard A Force UK Ltd	109009	648.00		Guard at CofErrors
13/07/2021	Allerdale Borough Council	109010	196.58		Room 7 rent June
13/07/2021	Allerdale Borough Council	109011	150.34		Waste CofErrors
13/07/2021	Workington Transport Heritage	109012	300.00		In Bloom develop grant
14/07/2021	First Data Merchant Services	DDR1-30Jun	69.54		VT allot fees June 2021
14/07/2021	Petty Cash	CHQ 109013	100.00		Top up petty cash
19/07/2021	Hilary Harrington	CHQ 109021	42.91	LGA s144	Clr expenses plants Conservat
19/07/2021	Workington Amateur Operatic So	109014	1,500.00		My Fair Lady C21.18
19/07/2021	Npower Ltd	109015	232.58		Electric VP June 2021
19/07/2021	Calc	109016	75.00		Training CG & JKirkbride
19/07/2021	Thomas Kay Photography	109017	195.00		Photography CofErrors
19/07/2021	WM Plant	109018	178.45		Service Pro Vac/trimmer cord
19/07/2021	XLN Telecom Ltd	109019	34.68		Internet & phone WTCCC July
19/07/2021	Lockhart Leisure International	109020	291.00		Hire of tables, chairs CofErr

List of Payments made between 01/07/2021 and 31/07/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
19/07/2021	Water Plus	109022	111.72		Qtrly water Stoneleigh (2)
19/07/2021	Kevin Dickinson UPVC Limited	109023	6,879.00		New doors/ windows WTCCC
19/07/2021	XLN Telecom Ltd	CHQ 109019	-34.68	LGA s111	Chq lost inpost & written back
19/07/2021	XLN Telecom Ltd	109019	34.68		Re-enter July as adj for Aug
23/07/2021	LeasePlan uk Ltd	DDR July	266.10		Monthly rental on van July
26/07/2021	Emma Chapman	CHQ 109025	210.25	LGA s111	Expenses
26/07/2021	Andrew Burns	CHQ 109026	21.00	LGA s111	Expenses
26/07/2021	Firpress Ltd	109024	125.33		Stationery / Civic Service inv
26/07/2021	George Kemp	109027	400.00		Barrels, compost In Bloom disp
26/07/2021	Apogee Corporation Limited	109028	118.07		Copies Apr-Jul 2021
26/07/2021	Water Plus	109029	26.35		Qtrly water Cranb (2)
26/07/2021	POD (North West) Ltd	109030	38.00		New address flyers
27/07/2021	Des Horner	109031	150.00		6xhanging basket brackets
27/07/2021	Walker Plant Hire Limited	109032	192.00		Hire of mini digger Soapery
28/07/2021	Allerdale Borough Council	1462184117	16,543.41		Salaries - June 2021
28/07/2021	Allerdale Borough Council	1512183573	817.74		Annual play inspections
Total Payments			44,456.13		

List of Payments made between 01/08/2021 and 31/08/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/08/2021	Catherine Gourlay	CHQ 109037	443.54	LGA s111	Various expenses
02/08/2021	Walker Plant Hire Limited	109033	192.00		Hire of mini digger Mountain V
02/08/2021	JJ Group (Contracting) Ltd	109034	408.00		External socket Xmas tree N/si
02/08/2021	Firpress Ltd	109035	6.88		Wall planner 2022
02/08/2021	POD (North West) Ltd	109036	84.00		Door signs - WTCCC
02/08/2021	Al's Kitchen Ltd	109038	30.00		Buffet In Bloom Judging Day
02/08/2021	POD (North West) Ltd	109039	227.00		Flyers, banners Fun Days
02/08/2021	FuelGenie Business Account	109040	289.58		Fuel for van & machines July
03/08/2021	Day Cummins	109041	252.00		Professional services Memorial
04/08/2021	Allerdale Borough Council	1624529509	457.82		16 refuse collections VP
09/08/2021	Michaela Sheard	CHQ 109046	168.37	LGA s111	Various expenses
09/08/2021	Water Plus	109042	1,389.30		Qtrly rent Annie Pit (query)
09/08/2021	Water Plus	109043	11.70		Qtrly rent Park Lane allots
09/08/2021	Business Stream	109044	62.13		Water WCC CC 290621-230721
09/08/2021	WM Plant	109045	419.36		Service ride-on, pedest, bowl m
09/08/2021	POD (North West) Ltd	109047	168.00		Business cards
09/08/2021	Mark Holliday	109048	6,000.00		New roof Old Man's Shelter VP
09/08/2021	Trophies Sport & Leisure Ltd	109049	49.50		Medals Ramblers Fire Station
09/08/2021	Ursula Troche	109050	20.00		Activity V Park Fun Day 210821
09/08/2021	Water Plus	109051	19.97		Qtrly rent Siddick allotments
09/08/2021	Npower Ltd	109052	234.19		Electric VP July 2021
10/08/2021	Card Saver Limited	DDR Aug	12.00		Virtual terminal fee Aug 2021
10/08/2021	Card Saver Limited	DDR July	0.12		Transaction costs July 2021
10/08/2021	JCB Finance Ltd	DDR Aug 27	949.39		Payment 27 hp for mower
11/08/2021	Trade UK Account	173July 21	151.48		Various supplies July 2021
11/08/2021	Manx Telecom Trading Ltd	1751519585	30.00		Sim card for matrix boards
13/08/2021	First Data Merchant Services	DDR1-31Jul	70.10		VT allot fee Jul 2021
16/08/2021	Cumbria Loos	109053	576.00		Toilet provision CofErrors
16/08/2021	Thomas Kay Photography	109054	140.00		Photography Civic Service 1508
17/08/2021	Society of Local Council Clerk	109055	337.00		Annual subscription & joining
18/08/2021	XLN Telecom Ltd	1788754318	8.21		Internet & phone WTCCC Aug
18/08/2021	Mayor of W/ton Charity Fund	IN/OUT PAY	-3,000.00	LGA s111	Reimb WTC for 2 x charity chqs
23/08/2021	Fenland Leisure Products Ltd	109056	141.84		Replacement chains VP playarea
23/08/2021	Copeland Borough Council	109057	1,260.00		Wkly play area inspections
23/08/2021	POD (North West) Ltd	109058	48.00		Addit door signs WTCCC
23/08/2021	Ryan Askew	109059	6,800.00		Repairs to pathway AP/Feenans
24/08/2021	Thomas Kay Photography	109060	120.00		Photography VP Fun Day 210821
24/08/2021	Tivoli Group Limited	109061	16,256.23		Floral provision in town
27/08/2021	LeasePlan uk Ltd	DDR Aug	266.10		Monthly rental on van August
31/08/2021	S K Harkness (Dinosaur/Pet En	186	790.00		Entertain VP Fun & HM Day
31/08/2021	Caitlin Swanston Music	187	80.00		Entertain H/ton Marina Day
31/08/2021	Tivoli Group Limited	109062	204.00		Install of goalpost H/ton Mari
31/08/2021	Richard James Newsagents Ltd	109063	71.28		Stamps July 2021.
31/08/2021	Easby Orwell Ltd	109064	468.00		Cumbria Guide half page ad
31/08/2021	Merlin Fireworks Limited	109065	600.00		10% deposit fireworks display
31/08/2021	R G Parkins & Partners Ltd	109066	1,566.00		Geotech invest VE Day statue
31/08/2021	Imperative Training Ltd	109067	2,976.00		2 x defibrillators

List of Payments made between 01/08/2021 and 31/08/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/08/2021	Alchemy Fireworks Ltd	109068	89.99		Hotel for fireworks meeting
31/08/2021	Imagination Parties Cumbria	109069	155.00		Entertainment HM Day
31/08/2021	Workington Town Rugby League F 197		180.00		3 x coaching sessions VP Aug
31/08/2021	CF Events	198	80.00		Entertain HM Day 280821
31/08/2021	Allerdale Borough Council	199	16,067.80		SALARIES - July 2021
31/08/2021	Allerdale Borough Council	200	20,000.00		Contrib Nature Partner Officer
31/08/2021	WM Plant	201	479.31		Repair to ride on mower
31/08/2021	Andy Pratt Ltd	202	11.52		5 weeks' milk deliveries
31/08/2021	K A Farish (Drury Lane)	203	50.00		Entertain H/ton Marina Day
Total Payments			<u>78,968.71</u>		

ParkPlay Proposal – Workington

Venue: Vulcan's Park

What is ParkPlay?

ParkPlay is a simple idea – it's an event with fun and games every Saturday.

- Everyone is welcome
- ParkPlay is free, and no – there is no catch.
- ParkPlay is organised at your local park

The Aim

To engage as many young people and families in positive physical activity as possible by offering free to access opportunities in their local park on a weekly basis. This aim has been significantly highlighted by the impact of the pandemic over the past 18 months with many more children and adults leading more sedentary lifestyles given the restrictions that have been in place.

Funding

Initially, £5k funding is required to fund the Parkleader for a year who would be responsible for delivery of the weekly sessions, managing volunteers and the running of social media channels. Everything additional to this to support the park leader, is provided directly from Parkplay.

At this stage I have £2.5k secured from Cumbria County Council Public Health funding and therefore would be looking for Workington Town Council to support this scheme with the additional £2.5k. It would be great if you could discuss with colleagues to see how you could support this initiative and help get more young people and families engaged in regular physical activity.

Case Study

Parkplay was recently launched in Barrow and has been well received so far, please see case study attached which offers an overview of the immediate impact it has had in the area, along with significant attendances. Hopefully this will offer some insight into the concept and the model behind the programme. In essence it is about providing free weekly play sessions in parks (same time/same place) delivered by play leaders for families, with a similar ethos to Park Run.

Also see more information here: <https://www.activecumbria.org/news/archive/park-play-coming-barrow/>



Catherine Gourlay
Workington Town Council
Princess Street
CA14 2QG Workington
United Kingdom

Aug 10, 2021

Re: Quotation for paperless meetings with iBabs

iBabs B.V.
De Factorij 33
1689 AK Hoorn
The Netherlands

+31(0) 229 275 850
info@ibabs.com
www.ibabs.com

KVK: 60962062
IBAN: NL37 RABO 0187 6024 33
SWIFT/BIC: RABONL2U
BTW: NL8541.37.713.B01

Dear Miss Gourlay,

We gladly present to you our proposal for the use of iBabs for paperless meetings.

Effective paperless meetings

iBabs is a tool for effective paperless meetings. Instead of stacks of files in the conference room, every employee has a tablet containing all the agenda items, underlying decision processes, agreements, underlying documents, audio and video fragments and personal notes and documents. iBabs can display in detail anything from information from earlier meetings to the current state of affairs. iBabs even allows you to annotate documents you consult.

iBabs is offered as Software as a Service, which means that iBabs does not run at your site, but from our secured data centre, resulting in a minimal impact on your IT department. We attune iBabs to your organization and make the application available based on employee authorizations. If you like, you can even consult documents offline and annotate them with iBabs. As soon as you are back online, the notes are automatically synchronized with our server, so that they are always safe. iBabs can be downloaded from the app stores. You will receive updates automatically so that you can always avail yourself of the latest improvements in paperless work processes.

Rates

iBabs will charge £100.- per month (exclusive of VAT) for every 10 users. You can add these new users independently without having to notify iBabs or seek approval. With these licenses you will always have access to the latest version of the iBabs application. These licenses include data hosting and data distribution. The contract will run for one year and will annually be renewed for another period of one year. It can be terminated three months prior to the expiry date.

Quick start

We will ensure that iBabs is ready for use, so that you can start with paperless meetings immediately. We will enter the users in the system, create the desired types of meeting and add the first agenda and meeting documents.

We will train all the users at the outset, starting with the secretary/secretaries. During a two-hour on-the-job training we will help the secretary/secretaries to set out the upcoming meetings for the users. We know from experience that this training provides participants with sufficient knowledge of the application to be able to work independently. Should they have any questions, they can always phone our service desk.

We will also provide training in the form of an online training for all iBabs users at the start. During an interactive session, which will take approximately one hour, we will share all our best practices concerning the paperless work process and guide the end users through the application. Workington Town Council will be charged a non-recurrent contribution of £995.- exclusive of VAT. With this investment iBabs is delivered ready for use, so that you can start paperless meetings straight away. You can indicate at the bottom of this quotation whether you would like us to arrange this 'quick start' for you.

If there are employees who want to start using iBabs after its introduction, we will gladly arrange for extra training for new secretary/secretaries as well as a training on paperless meetings for new users. We can provide this extra online support for £595.- (exclusive of VAT) per session.

Starting date

After the acceptance of this contract iBabs will start the implementation of iBabs in consultation with you.

In conclusion

We kindly ask you to return a copy of this letter signed for approval. Should you have any further questions after reading our proposal, we will gladly answer them. Just contact Jon Evans by e-mail at Jon@ibabs.eu or by telephone at +44 7795 035 812.

We trust that our offer will meet your expectations and look forward to continuing our pleasant cooperation with you.

With kind regards,
iBabs B.V.



Marco Lammers
Managing Director

Contract iBabs

Parties:

iBabs B.V., located at De Factorij 33, 1689 AK, Zwaag, the Netherlands, legally represented by Marco Lammers, Managing Director, hereinafter referred to as: iBabs,

and


Workington Town Council located at Princess Street, CA14 2QG, Workington, United Kingdom, hereinafter referred to as: Customer, legally represented by

Name: Function:

Declare to have agreed as follows:

- The customer hereby gives the order to deliver the services listed in this agreement.
- iBabs hereby accepts this order and will live up to its end of the agreement.
- The fee for the actual number of users/licences will be invoiced to the client on a monthly basis.
- Any additional services will be invoiced in the month after delivery.
- iBabs' terms and conditions apply to this agreement. By signing this agreement, the customer declares to have received the general terms and conditions and to agree with them.
- All rates in this agreement are exclusive of VAT.
- The agreement shall enter into force on the date of full signing.

Thus agreed upon and signed

Organisation	Workington Town Council	iBabs B.V.
Name	Marco Lammers
Function	Managing Director
City	Zwaag
Date	Aug 10, 2021
Signature	

Please complete and return the signed agreement to Jon@ibabs.eu

Overview rates

Licenses SaaS	
Per month per user excl. VAT (per 10 users)	£ 10,-

Invoices are sent every quarter, for 3-month advance payments. The amount of the invoices is based on the maximum number of users at the time of invoicing. Calculations are made for groups of 10 users each. Each month, the maximum number of users is registered. If our records show that there were more or fewer users than invoiced, the difference is corrected on the next invoice. Above 100 users a discount applies:

User(s)		Tariff per month per user excl. VAT
1	100	£ 10,00
101	200	£ 9,00
201	300	£ 8,00
301	400	£ 7,00
401	500	£ 6,00
501		£ 5,00

The scale works as follows: the 1st 100 users always pay € 10 per month. The 2nd 100 € 9,- per month, etc.

Training

- Quick start £ 995,-
- Additional training £ 595,-

Invoicing information

We would like to send a digital invoice with the correct information. Please complete the information below.

Email address for digital invoice

VAT number

Purchase Number

If different from the addressee of this offer

Company name

Attention of

Address or P.O. Box

Zip code and City

Please complete and return to Jon@ibabs.eu

To Workington Town Council via Mrs Catherine Gourlay.

Received 20.9.2021

Dear Mrs Gourlay / Town Council.

If possible I would like to seek permission to install a flower bed on land that belongs to the Town Council and is directly opposite 18 Rose Hill Harrington CA14 5QL, which is owned by me.

My reasons are that I would like to improve the land by installing the flower bed not only for others to look at, but for the benefit of my mother.

My mother lives with and is cared for by us at 18 Rose Hill. She has advanced dementia and although she is safe and happy in our home, she also refuses to come outside. Because of the position of her living room furniture she looks out directly towards the position where I would like to install a flower bed, she often comments about how the wind is blowing the overgrown weeds in this area.

My hope is that a flower bed will spark a little interest and be an ecstatic improvement over the weeds that Mother is looking onto, give us something to chat about and eventually allow us to coax Mother out of the house and spend some time looking and chatting about the flowers close up.

If this is possible I would also like to offer to pay a fee to rent this ground, as this would not only protect the Town Council against myself trying to claim the land in future years, but it would also allow myself to have some official control to stop anyone in the event that someone tries to wreck the flower bed.

I have attached an aerial photograph that shows the position of 18 Rose Hill and also the position of the flower bed opposite.

I look forward to your response.

Many thanks

Allan Woodward

07770321882

01946 832506.



Workington Town Council Current Year (2021-2022)

Bank - Cash and Investment Reconciliation as at 31 August 2021

Confirmed Bank & Investment Balances

Bank Statement Balances

31/08/2021	Current Bank A/c	156,341.18	
31/08/2021	HSBC (Back Lanes)	234,863.66	
31/08/2021	West Cumbria Credit Union	9,992.00	
31/08/2021	Petty Cash	83.12	
			401,279.96

Unpresented Payments

63,222.63

338,057.33

All Cash & Bank Accounts

1	Current Bank A/c	93,118.55
2	HSBC (Back Lanes)	234,863.66
3	West Cumbria Credit Union	9,992.00
4	Petty Cash	83.12
	Other Cash & Bank Balances	<u>0.00</u>
	Total Cash & Bank Balances	<u>338,057.33</u>



Case Study – Barrow ParkPlay

#MeetMovePlay



Background

The current coronavirus pandemic is having a profound impact on our communities, not only on people's health, but also on how they learn, work and live. Many adults and children are now leading more sedentary lifestyles due to online working, and the closure & restrictions of many local social clubs and activities.

There was no better time to launch a positive, free weekly physical activity project right in the heart of Barrow.

Overall Aim

To encourage and help local families and residents get active in a fun, non-judgemental welcoming environment.

The Product

ParkPlay is a charity supported by Sport England with a mission to give everyone the opportunity to experience the life-changing power of play.

ParkPlay's vision is to successfully launch and establish ParkPlay across the UK and to be in 450 parks by 2026. ParkPlay's uses play to deliver positive experiences that encourage more people to be active, positively improve perceptions of physical activity and act as stepping-stone to enhanced wellbeing.

ParkPlay is a simple idea – it's an event with fun and games every Saturday morning in Parks around the UK.

Everyone is welcome!



Working with partners

Local Headteachers, Barrow ICC, Barrow Borough Council, Local Leisure Centre, Cumbria County Council & the local professional sports clubs were brought together by Active Cumbria to work as a partnership to establish a ParkPlay in Barrow.

Chosen location

Permission was given to use Barrow Park, which is situated in one of the borough's most deprived wards and is central to the town with café amenities and toilets. All risk assessments and documentation were worked through with the borough council, who also provided support with a park ranger every Saturday and a permanent storage area for all play equipment.



Funding

Funding was awarded by Barrow Local Committee to employ a Playleader who will deliver the session every Saturday in Barrow Park and will also run the social media channels and manage volunteers.

ParkPlay provides all training, resources and support to the leader, ensuring the team in Barrow are fully supported and guided.

Chair of Barrow Local Committee, Cllr Kevin Hamilton said, 'What better way to become active and have fun, then with ParkPlay every Saturday morning offering a full range of fun activities for any age group, young or old. All welcome.'

Appointment of the PlayLeader

It was agreed at the start, that the essential criteria for the PlayLeader wasn't coaching or sports qualifications but an understanding of inclusiveness, excellent communication and a bright and positive outlook.

As luck would have it, we ended up with all those qualities plus the individual also being a qualified dance and fitness instructor & paediatric nurse. Laura Leigh was appointed following several Zoom interviews and a day at a local school where she took a games session with the students.



Return on Investment

There has been an unprecedented positive response from residents, over the first three weeks despite school bubbles bursting and also rain on the Saturday, attendance figures were.

Week 1 – 60 people (adults and children) came to the first event

Week 2 – 64 people

Week 3 – 56 people (heavy rain)

196 people have registered for Barrow ParkPlay in total (highest of all Park Plays in the UK), of whom only 42% have come so far.

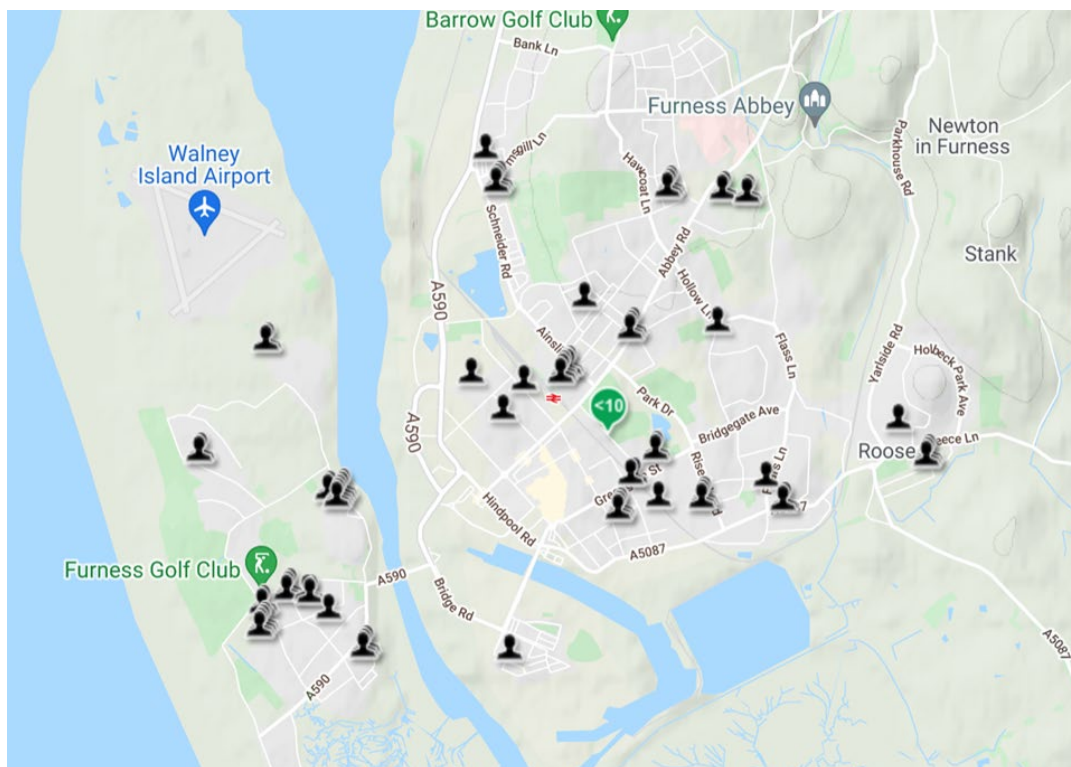
There are currently 471 members on the Barrow ParkPlay Facebook group.

Alongside ParkPlay, the café in Barrow Park has seen most of the families all get together there for a brew and chat after the session, which has provided the business with much needed income.

Here is a map of where attendees are coming from, excluding a couple of outliers from Askam-in-Furness.

What great about this map is that it shows most attendees are coming from Central Ward (the nearest and most deprived) & Ormsgill (the second most deprived, but a good distance required to travel to the venue).

Both the primary schools in these areas are part of our partnership, which demonstrates the importance of involving schools in the planning stage.



Target Groups & Engagement

Our target group is everyone, but essentially families from our deprived wards, are who we are tailoring much of the marketing and communication around.

The sessions are being strongly promoted through local schools and key organisations.



Be a ParkPlayer!
Free Fun & Games for all



Barrow Park
Every Saturday 10-11am
Everyone welcome
Register at park-play.com



Delivery Model & Content

The PlayLeader plans the activities for each week and volunteers arrive at 9.15am to go through the games, with each volunteer having a key role.

The games are all inclusive, fun and many times include a story telling model e.g.: Dragons guarding the jewels, then there are also the more traditional games such as rounds, quick cricket etc.

Everyone takes part in a warm-up and is fully supported by the volunteers throughout the session with encouragement & demonstrations.



Volunteering Opportunities

The roles of the volunteers are essential for ParkPlay's success.

This supports parkrun's long-held belief that volunteering improves health and wellbeing equally as much as being a participant.

There are number of roles available each week from registering people on arrival to leading in the activities.

Barrow ParkPlay is going to create a rota, very similar to the local parkrun model that way people can commit to a week up to a month in advance, allowing for great commitment from volunteers plus everyone will then have access to the rota, so it avoids any mis-understandings and sort-handed sessions.

maxbaron1066
Barrow Park



Different Themes

To add to the sessions, we have decided to have themed events, this is just another way to increase the comms and attract more people.

Saturday 3rd July – Football themed

Saturday 19th July – Street Tag in the Park

We also have scope to invite local clubs and activity providers down to future sessions so they can showcase their club and support the scheme.

Laura Fieldhouse Leigh
1 h · 🧑

Barrow ParkPlay at Barrow Park will be the street tag hot spot on Saturday morning 10-11 with lots more points available. Why not come along and join in some free, fun games at the same time 😊



Future Plans

We are currently identifying future potential parkplay sites in the borough, without taking people away from the Barrow Park prime site.

Looking at our outlying wards, where transport and other barriers stop people from getting to the Park and health inequalities are partially high.

Feedback

Feedback has been superb – see below for a limited sample so far but vast majority of families scoring the sessions 5/5 and saying they will recommend to their friends and family.

'It was fantastic, lots of fun had by all, we'll be back next week.'

'Great morning, thanks to everyone who makes it happen. The kids loved it' - Nicola Johnson

'We had a brilliant time, thank you so much.'



More details

You can find out more about ParkPlay in Barrow at the ParkPlay website <https://park-play.com>

Barrow ParkPlay Facebook Page <https://www.facebook.com/groups/6037998612884883>

Cando FM Interview with ParkPlay CEO Rick Jenner - <https://youtu.be/oaUGIKHsYf8>

Customer story

How Newquay Town Council cut six Full Days from their Meeting Preparation Time

Newquay Town Council is a relatively new local authority, established as recently as 1987. For most of its existence, the organisation has experienced steady but slow growth and was able to manage it effortlessly.

In the past few years, however, things shifted dramatically as Newquay Town Council took on a number of new duties. To handle the increasing volume of work, the staff was expanded to 44 employees.

The growth was unexpected and presented new, unique challenges that we discussed with Callum Rowley, the organisation's IT Service Manager.

The need for a change

As the Council was expanding, the communication gap between members and residents widened. Decisions, actions, meetings—much of the important information was announced on paper and wasn't reaching many of Newquay's circa 21,000 citizens.

It was time to try and engage them digitally.

"[In the past year], we've tried to create our digital engagement with our residents.

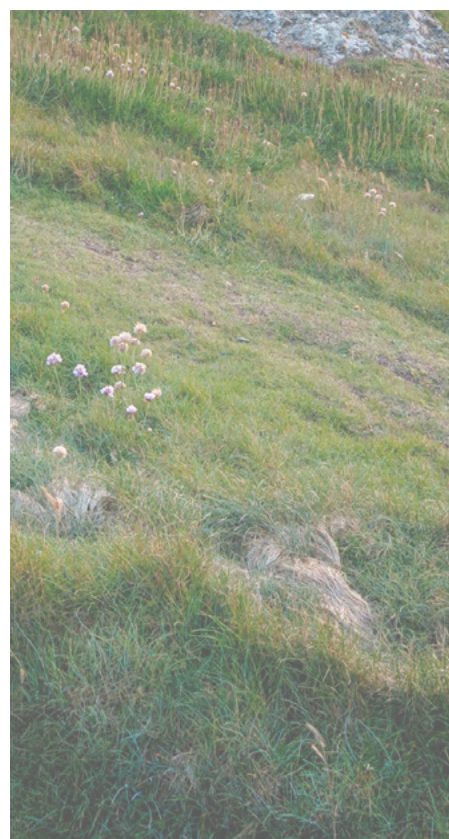
Our main aspect of all the technology that we've been adopting recently is to better engage and communicate more so we can be more transparent."

But external communication wasn't the only issue. Internal communication was also a challenge because it relied on a time-consuming paper-based process. Organising a Committee Meeting meant a full day's work for two officers as well as the printing of dozens of sheets of paper, per member, per meeting.



"We literally have everything that we need at the tap of our fingertips."

Callum Rowley - IT Service Manager Newquay Town Council



As you can probably imagine, this also resulted in a significant carbon footprint. As Mr Rowley said,

"We do use a few hundred thousand pieces of paper every single year which, from looking into it, equated to about 63 trees in a year.

We're currently trying to review our climate strategy quite deeply and, of course, cutting down 63 trees every year just for the way the Council conducts meetings isn't sustainable.

[This number] would increase in the future years with more activities and more services that we would have to provide."

Newquay Town Council needed the right technology to digitalise its meetings, while also opening them to the public.

The search for a suitable solution was a bit more difficult than expected as there weren't many options. Finally, the Council decided to go with iBabs, after taking advantage of [the free trial](#).

What was it like to implement iBabs?

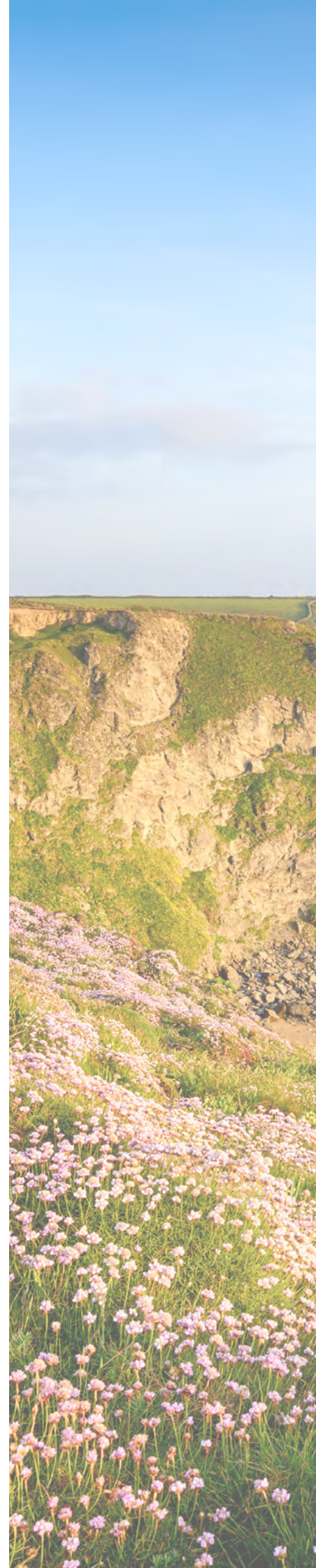
Adoption was easy because no new hardware was necessary


Members and staff already had a wide variety of devices that were used in meetings. So, one of the main concerns was to find a solution that was compatible with all of the existing equipment and wouldn't require the purchase of new hardware.

Since iBabs runs on all platforms, members were able to continue working with the devices they were used to.

The need for IT support was reduced

The IT team found that iBabs required minimal maintenance which was especially important in a diverse, fast-growing team. Members and staff didn't require a lot of support because they found the solution intuitive.






“It was quite simple to keep maintained and it was quite simple for members. When I approached [staff and members] with the platform, they were more than happy to try it and, as far as I’m aware, none of them have had any issues at all. It’s the simplicity and the user experience which the platform offers that are quite superb.”

In fact, when the constant printing stopped, the printers within the organisation became less likely to need repairs.

The Council Became More Flexible

iBabs allows the Town Council to run meetings in any location they choose. The app works on mobile devices as well as desktop computers and all that members need is to be logged in to iBabs, or download the meeting papers if they were going somewhere with no internet connection.



“We literally have everything that we need at the tap of our fingertips. If we have to relocate a meeting due to, say, extreme weather in Newquay, we can do it. We can just unplug our iPads and move.”

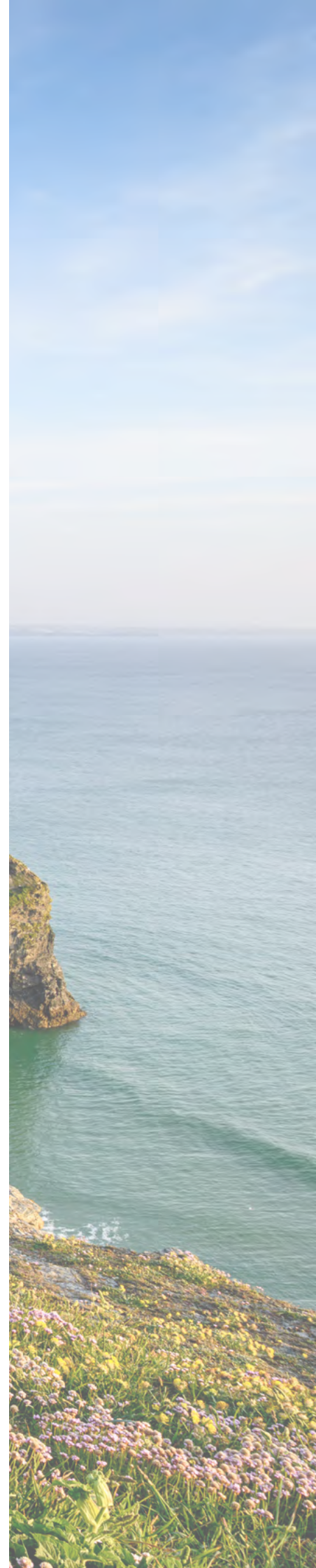
What are the results?

The Town Clerk Saves at least 6 Days a Month

Newquay Town Council conducts seven formal Full Council & Committee meetings per month and, with iBabs, they are now able to prepare for a meeting in one hour. This means that they are saving six full work days every month.

Before iBabs, the Town Clerk had to spend a full day preparing the agenda and running it by Council Members. Now, this task takes no more than one hour and everything is done within the iBabs app. Members can review all related documents on the go, on any device. There is no need to print the agenda or the accompanying files.

During the meeting, minutes and decisions are recorded instantly through the iBabs time-saving template. After the meeting, the related files are distributed securely to all stakeholders.



“Previously [the Town Clerk] was spending a full day on preparing the agenda and getting it ready in order to get approval from our members.

It’s come from an all-day task to a task that takes about an hour.

So, that is saving the Council a lot of time and a lot of money, in that respect.”

Trees are being spared

After adopting iBabs, Newquay Town Council’s meetings are all moving to paperless following a short implementation period to allow members time to adjust. There is no need for printing members copies because the stakeholders can see the agenda, together with all relevant files, right in the app. The only paper copies that will be printed for the foreseeable future will be for members of the public.

“The Council won’t be printing any papers for its members. If they want papers, they have to print them themselves. Otherwise, they’ve got iBabs.”

It’s Finally Possible To Track Performance

Using iBabs’ Actions function, members can review any outstanding actions, at any time, without having to go through the entire report of the previous meeting. This allows Newquay Town Council to keep track of their progress and to assess the results they’ve achieved.

“It helps our members better view what our day to day works like and support us in how we’re going to be able to move forward to achieve more.”



WHAT NEWQUAY TOWN COUNCIL SAYS ABOUT IBABS

At Newquay Town Council, many new initiatives are underway and there is little time to adopt a complicated piece of software, let alone support all members and staff in using it. That's why the organisation values iBabs' simplicity above all else.

"Through all the software that I've been bringing to the Council for the past five years, this has been by far the most efficient.

It's quite user-friendly, whereas, with previous [tools], I always had to sit down with every single individual, do quite in-depth explanations and go through how the software works multiple times. I haven't had to do it with this platform."

If you, too, are looking to reduce your meeting preparation time, you can request a free iBabs demo [here](#).

Christmas Trees 2021

Usual Tree locations

1. Workington Leisure Centre, Griffin Road, Workington (10' tree)
2. Royal British Legion, Washington Street, Workington (10' tree)
3. Harrington, Church Road (25' tree)
4. Town Hall, Oxford Street, Workington (25' tree) – is ABC contributing to the cost for this?
We have to pay £300 to get the baubles on as a cherry picker is needed.

Iggusund have confirmed they can only supply 2 trees this year.

- Iggusund donate the trees for the above 4 locations.
- On delivery of the trees by Iggusund, Tivoli place into the locations/stands for us (they have never charged us for this).
- Lights are installed by our Christmas light contractor (Millennium Quest) as part of our contract for all the lights in the town.
- Lights for the Leisure Centre tree are owned by the Leisure Centre.
- Lights for the 3 other trees are owned by WTC.
- If we would like a tree outside Princess Street, it needs to be close to a power supply. An external power supply has been installed for the Christmas lights so we could look at using this.
- Installation and hire of baubles to decorate the Town Hall tree was £300 last year.

Northside Community Centre

- NCC have requested a Christmas tree this year.
- This would need to be a removable tree as they aren't able to plant a rooted tree.
- It was agreed WTC would pay for an external power supply for the tree lights. JJ electrical have carried out this work.
- Cllr Dixon has advised that lights will be paid for by Northside Community Centre or through funding/sponsorship.
- However, it was not agreed who would pay for the tree and stand.

Costs to purchase trees

Estimated price for an 18ft Tree from Wark Forest, Hexham would be £200 for the tree and £180 delivery (supplier recommended by Val Warren from Iggusund).

I have not been able to find a more local supplier. Suggestions welcome.

Costs to purchase stands

Price from Millennium Quest for tree stand - £430

(To supply for purchase 1 off galvanised tree stand £380, delivery cost of tree stand £50)

We do have a stand which the Estates Team made for the Town Hall tree – so we could price up making another if committee requires us to.

Cost of lights for Princess Street tree

To supply for purchase 200m/20 sets of 10m LED 24v light strings in warm white or cool white @£39.90 per set £798.

To supply for purchase 1-Off 24v 200VA transformer for the above 24v strings £89.

Decisions:

- 1) Where does the committee require the 2 trees from Iggusund to be?
- 2) Would the committee like the Estates team to price up for a new stand (same as Town Hall stand)?

- 3) Confirmation of who is paying for the tree and stand for Northside and a budget line if WTC are paying. Stand costs to follow.
- 4) Do we want a tree outside Princess Street?
 - a. If so, which budget line is it coming from?
 - b. Do we require baubles as well or just lights?
 - c. Confirm costs given are fine to proceed with – tree, lights, baubles. Stand costs to follow.

12:41

Detailed Income & Expenditure by Budget Heading 31/08/2021

Month No: 5

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Finance & General Purposes</u>								
1076 Precept	0	280,275	560,550	280,275			50.0%	
1090 Income -Interest	0	6	500	494			1.2%	
1100 Income -Grants & Donation	0	6,370	19,500	13,130			32.7%	
1150 Income Car Park	0	1,000	1,500	500			66.7%	
1160 Income - Dividend	0	1,441	6,500	5,059			22.2%	
Finance & General Purposes :- Income	0	289,092	588,550	299,458			49.1%	0
4000 Salary	12,106	70,258	203,700	133,442	12,106	121,335	40.4%	
4010 National Insurance	1,020	5,993	16,400	10,407	1,020	9,388	42.8%	
4020 Pension	2,115	18,487	39,800	21,313	2,115	19,198	51.8%	
4110 Training	0	180	4,000	3,820		3,820	4.5%	
4120 Telecoms & IT	7	2,156	8,000	5,844		5,844	27.0%	
4140 Insurance	0	0	4,500	4,500		4,500	0.0%	
4150 Printing & Stationery	12	137	1,836	1,699		1,699	7.4%	
4160 Website & Newsletter	0	0	5,865	5,865		5,865	0.0%	
4170 Subscriptions & Memberships	337	2,336	2,200	(136)		(136)	106.2%	
4180 Postage	71	158	1,785	1,627		1,627	8.9%	
4190 Repairs & Renewals	118	1,522	5,000	3,478		3,478	30.4%	
4200 Audit Fees	0	220	2,306	2,086		2,086	9.5%	
4210 Office General	523	1,738	5,000	3,262	33	3,229	35.4%	
4220 Election Fund	0	0	4,500	4,500		4,500	0.0%	
4250 Civic Functions	(2,733)	292	2,000	1,708		1,708	14.6%	
4260 Fleet	376	1,665	5,000	3,335		3,335	33.3%	
4270 Accommodation	62	5,498	10,000	4,502		4,502	55.0%	
4280 Advertising civic/employment	0	0	750	750		750	0.0%	
4290 Annual Meeting	0	1,249	1,800	551		551	69.4%	
4310 Personal Protective Equipment	42	453	2,000	1,547		1,547	22.6%	
4320 Mayoral Allowance	310	930	3,100	2,170	310	1,860	40.0%	
4340 Mayoral Travel	0	0	500	500		500	0.0%	
4360 Community Development	2,480	2,480	15,000	12,520		12,520	16.5%	
4370 Citizens' Advice Bureau	0	0	5,000	5,000		5,000	0.0%	
4380 Member Development	0	150	1,000	850		850	15.0%	
4390 Youth Provision	150	150	15,000	14,850		14,850	1.0%	
4400 Town Hall Development	311	12,840	1,000	(11,840)	240	(12,080)	1308.0%	12,219
4410 Memorial Garden	1,515	3,252	0	(3,252)		(3,252)	0.0%	3,252
Finance & General Purposes :- Indirect Expenditure	18,823	132,144	367,042	234,898	15,824	219,074	40.3%	15,471
Net Income over Expenditure	(18,823)	156,948	221,508	64,560				
6000 plus Transfer from EMR	1,819	15,471						
Movement to/(from) Gen Reserve	(17,004)	172,419						

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>110 Culture</u>								
1230 Income -Christmas Festival	35	35	0	(35)			0.0%	
1250 Festival Income	123	123	0	(123)			0.0%	
Culture :- Income	<u>158</u>	<u>158</u>	<u>0</u>	<u>(158)</u>				<u>0</u>
4510 Sport	170	1,651	10,000	8,349		8,349	16.5%	
4520 Heritage Projects	0	0	5,000	5,000		5,000	0.0%	
4530 Town Band	0	0	1,200	1,200		1,200	0.0%	
4540 Christmas Lights	0	48,577	50,000	1,423		1,423	97.2%	
4550 Christmas Festival	0	1,050	20,000	18,950		18,950	5.3%	
4560 Remembrance	0	0	1,500	1,500		1,500	0.0%	
4580 Promo, Adverts & Publicity	415	1,131	7,500	6,370		6,370	15.1%	
4590 Community Grants	0	0	3,600	3,600		3,600	0.0%	
4600 Fun Days	1,284	2,034	12,000	9,966		9,966	16.9%	
4610 Theatres	0	0	5,000	5,000		5,000	0.0%	
4620 Museums & Exhibitions	0	5,000	5,000	0		0	100.0%	
4630 Cultural Groups	0	1,500	5,000	3,500		3,500	30.0%	
4640 Tech Fest/Tournament	0	0	500	500		500	0.0%	
4650 Festival Expenses	1,637	11,147	44,000	32,853		32,853	25.3%	
Culture :- Indirect Expenditure	<u>3,506</u>	<u>72,089</u>	<u>170,300</u>	<u>98,211</u>	<u>0</u>	<u>98,211</u>	<u>42.3%</u>	<u>0</u>
Net Income over Expenditure	<u>(3,348)</u>	<u>(71,931)</u>	<u>(170,300)</u>	<u>(98,369)</u>				
<u>120 Environment</u>								
1999 Income -Other	0	575	0	(575)			0.0%	
Environment :- Income	<u>0</u>	<u>575</u>	<u>0</u>	<u>(575)</u>				<u>0</u>
4700 Workington in Bloom Displays	13,577	14,243	17,500	3,257		3,257	81.4%	
4710 Bloom Development	0	300	3,000	2,700		2,700	10.0%	
4720 Play Area/Parks Development	0	1,050	41,000	39,950		39,950	2.6%	
4730 Workington Nature Partnership	20,000	20,000	23,500	3,500		3,500	85.1%	
4740 Back Lane Improvement	0	0	5,000	5,000		5,000	0.0%	
4770 Parks/Play Area Maintenance	9,542	16,377	15,000	(1,377)		(1,377)	109.2%	
4780 Footway Lighting	0	114	500	386		386	22.9%	
4790 Bus Shelters	0	0	3,000	3,000		3,000	0.0%	
4800 Public Seating	0	0	2,000	2,000		2,000	0.0%	
Environment :- Indirect Expenditure	<u>43,119</u>	<u>52,084</u>	<u>110,500</u>	<u>58,416</u>	<u>0</u>	<u>58,416</u>	<u>47.1%</u>	<u>0</u>
Net Income over Expenditure	<u>(43,119)</u>	<u>(51,509)</u>	<u>(110,500)</u>	<u>(58,991)</u>				
6001 less Transfer to EMR	0	25,000						
Movement to/(from) Gen Reserve	<u>(43,119)</u>	<u>(76,509)</u>						

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>130 Allotments</u>								
1400 Income -Allotment	22	211	8,000	7,789			2.6%	
1410 Income - Allotment Water	0	0	950	950			0.0%	
Allotments :- Income	<u>22</u>	<u>211</u>	<u>8,950</u>	<u>8,739</u>			<u>2.4%</u>	<u>0</u>
4900 Allotment Running	205	1,829	8,500	6,671		6,671	21.5%	
4910 Allotment Development	6,800	13,217	4,500	(8,717)		(8,717)	293.7%	11,185
4920 Allotment Water Expense	1,421	1,844	0	(1,844)		(1,844)	0.0%	
Allotments :- Indirect Expenditure	<u>8,426</u>	<u>16,890</u>	<u>13,000</u>	<u>(3,890)</u>	<u>0</u>	<u>(3,890)</u>	<u>129.9%</u>	<u>11,185</u>
Net Income over Expenditure	<u>(8,404)</u>	<u>(16,679)</u>	<u>(4,050)</u>	<u>12,629</u>				
6000 plus Transfer from EMR	6,800	15,571						
6001 less Transfer to EMR	0	8,785						
Movement to/(from) Gen Reserve	<u>(1,604)</u>	<u>(9,894)</u>						
Grand Totals:- Income	180	290,036	597,500	307,464			48.5%	
Expenditure	73,874	273,206	660,842	387,636	15,824	371,812	43.7%	
Net Income over Expenditure	<u>(73,694)</u>	<u>16,829</u>	<u>(63,342)</u>	<u>(80,171)</u>				
plus Transfer from EMR	8,619	31,041						
less Transfer to EMR	0	33,785						
Movement to/(from) Gen Reserve	<u>(65,075)</u>	<u>14,085</u>						

Workington Town Council

Community Service Grant

2021-22



Please use this form to apply for a community service grant from Workington Town Council. You must complete all the boxes on the form and submit it along with the required paperwork. On receipt of this form you will be given a date when your application will be considered by the relevant committee.

Name of Organisation	Principal Contact
TRIBE CUMBRIA	DAVID OXFORD
Address of organisation	Address of contact
	7 FIRTH VIEW PARTON CA28 6RJ
Date of application	16-8-21
Telephone	0771661272
E-mail	cumbria.tribe21@gmail.com
Description of organisation	
WE ARE A FRIENDLY MOTORCYCLE CLUB THAT LOVES TO DO RIDES OUR BIKES AND AS WE INDULGE IN OUR PASSION, WE SOMETIMES RAISE FUND TO SUPPORT LOCAL CHARITIES IN OUR AREA, WE ALSO SUPPORT NATIONAL CHARITIES.	
Do you have a constitution? Please send a copy with your application	ATTACHED BUT WILL CHANGE AS WE ARE WORKING TOWARDS CHARITY STATUS.
How much funding do you require in total	£600
Which fund are you applying to?	
How much funding are you requesting from the Town Council (maximum £300)	£300
Have you approached other funding	NO

Have you approached other funding sources? If so, please list them and the amount you have applied for.

NO

Bank Details – How does the name of your organisation appear on your bank account?
 This is who we will make the cheque payable to, should your application be successful.

For now Mr D G OXFORD
 09-01-29
 52844124

Tell us what you will do with a grant from Workington Town Council
 Please include a breakdown of how the grant will be spent.

WE ARE DOING ANOTHER SLEDGE RUN IN WORKINGTON AND SURROUNDING AREAS. WE HAVE JUST ACQUIRED A FLAT BED TRAILER AND WILL NOT ONLY GET IT ROAD WORTHY BUT DRESS IT AS A SLEDGE. WE DID IT LAST YEAR BUT TRAILER WAS BORROWED. AS THIS IS OURS WE CAN DO A BETTER JOB ON IT. AS SAID IT WAS OUR FIRST SLEDGE RUN AND IT WAS VERY SUCCESSFUL AND WELL RECEIVED BY RESIDENTS AND HELPED THE FOOD BANKS IN THE AREAS WE DID. SO MOST OF MONEY WILL GO TOWARDS; WOOD, PAINT, TRAILER BOARD. THE MEMBERS WILL DO ALL WORK FOR TRAILER AND SLEDGE WHICH IS DONATED FREELY.

What date will your event / activity take place?

NOVEMBER

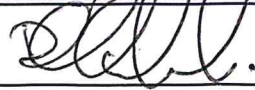

Please include the following documents with your application


- Most recent bank statements ✓
- Last accounts
- Constitution of group. This must include a statement on how you promote equality ✓

Declaration

- I/we understand that grant money from Workington Town Council must be used for the agreed purpose.
- I/we will abide by the conditions of funding.

Please note that we do require 3 signatures in order to present your application to Committee.

Signature		Name	DAVID OXFORD	Position	GOVERNOR
Signature		Name	Tony McEwen	Position	VICER GOV

Signature		Name	ROB HOLMES	Position	Treasurer

Please return completed forms by e-mail or post: Town Hall, Oxford Street, Workington,
CA14 2RS. Email: office@workingtontowncouncil.gov.uk
Form ref CSG21.2

CONSTITUTION

Tribe Cumbria

1. ADOPTION OF THE CONSTITUTION

1.1 The group and its property will be administered and managed in accordance with the provision in this constitution.

2. NAME

2.1 The title of the organisation is 'Tribe Cumbria'

3. OBJECTS

3.1 To promote for the benefits of the people of Cumbria without the discrimination of sex, sexual orientation, race, political, religious or other opinions, their leisure time activities

3.2 To provide a safe, friendly environment devoid of abuse.

3.3. To develop their physical, social, emotional and personal capabilities, by associating together with the inhabitants of the area of benefit, local authorities and voluntary organisations, in a common effort to help and facilitate personal development of mature and responsible attitudes and ethos.

3.4 Whilst this Club is established for the residents of the Cumbria people and friends from the wider surrounding area will be included.

3.5 To provide an enjoyable experience within the objects and Safeguarding Policy of Tribe Cumbria.

3.6 Tribe Cumbria shall be operated as a not-for-profit organisation

4. POWERS

In furtherance of the objects, but not otherwise, the Management Committee may exercise the following powers:-

4.1 To raise funds and to invite and receive contributions that shall conform to any relevant requirements of the law

- 4.2 To maintain any properties or equipment necessary for the achievements of the objects.
- 4.3 To, subject to any consent required by law, sell, lease or dispose of all or any part of the property of the organisation
- 4.4 To employ such staff as is necessary for the proper pursuits of the objectives and to make all reasonable and necessary provision for payments
- 4.5 To co-operate with other voluntary, private and statutory organisations operating in furtherance of the objects and to exchange information and guidance with them subject to any data protection.
- 4.6 To appoint and constitute such advisory committees as the Management Committee may think fit
- 4.7 To trade on a not for profit basis for the furtherance of the objects, for educational or fundraising activities.

5. MEMBERSHIP

Participation in the Club shall be open to anyone living in the area of benefit of any age as long as they own and operate a legal 125cc or over,

See Terms of Reference / club rules.

5.1 Members may be divided for the purpose of status within club.

5.2 The Management Committee or its representatives may terminate the participation of any individual provided that the individual concerned shall have the right of appeal to an agreed independent arbitrator, accompanied by a representative of their choice before a final decision is made.

5.3 All members will be given a written copy of Tribe Cumbria rules of behaviour for guidance. (Terms of Reference)

5.3 The Management Committee or its representatives may terminate the participation

of any member provided that the individual concerned shall have the right of appeal to an agreed independent arbitrator, accompanied by a representative of their choice before a final decision is made.

6. MANAGEMENT

The Management Committee shall consist of officers, Chair person, Secretary, Treasurer and up to six- members on a yearly basis.

6.1 Up to two persons may be co-opted by the Management Committee.

6.2 At the Annual General Meeting, the members shall elect from themselves

6.3 One member shall take responsibility for being the Policy Officer. Any member wishing to stand for this

position would need to demonstrate appropriate training and experience.

6.4 The Management Committee shall meet not less than three times per year.

6.5 A special meeting may be called at any time by the Chairman upon not less than 7 days notice being given.

6.6 There shall be a quorum when at least four members of the Management Committee are present at meetings

6.7 Every matter shall be determined by a majority of votes present, but in the case record of proceedings and resolutions of equality of votes, the Chairman of the meeting shall have a second or casting vote.

6.8 The Management Committee secretary shall keep minutes of all meetings including any sub- committee meetings. These should be accurate and signed by the Chair person.

7. ACCOUNTS

The Management Committee shall comply with the following:-

7.1 Tribe Cumbria financial year shall commence on 1st September.

7.2 The funds of the group including all donations, contributions and bequests, shall be paid into an account operated by the Management Committee

7.3 All cheques drawn on the account must be signed by two nominated members of the Management Committee who are not related

7.4 The funds belonging to Tribe Cumbria shall be applied only in furthering the objectives

Of Tribe Cumbria

7.5 The appointed financial person, the Treasurer, shall keep proper financial records and shall report at each meeting to the Committee and prepare an annual statement to be presented at the Annual General Meeting

7.6 Accounts shall be subject to independent financial review at the end of the financial year.

8. ANNUAL GENERAL MEETING

The Annual General Meeting of the Tribe Cumbria shall be held during October of each year or as soon as practical thereafter.

8.1 The Secretary shall give at least 21 days notice of an Annual General Meeting.

8.2 There shall be Chairperson, Secretary, Treasurer and a quorum of at least two members present at the AGM

8.3 The Annual General Meeting shall receive the annual report, and a statement of accounts.

8.4 Officers and members shall be formally elected annually at the AGM

8.5 The Management Committee may convene a Special General Meeting at any given time. Not less than 7 days notice of the meeting shall be given.

9. INCOME AND PROPERTY

9.1 All income and property of Tribe Cumbria shall be applied solely towards the promotion of the objects.

9.2 All property and assets of Tribe Cumbria are the responsibility of the elected Management Committee.

10. AMENDMENTS

10.1 This constitution may be amended in accordance with the approval of a two-thirds majority of the Management Committee providing it does not contravene legal requirements

10.2 The proposal of any amendment must be circulated with the appropriate Committee agenda with one week's notice.

11. DISSOLUTION

11.1 The committee may dissolve the club with a two-thirds majority of the Management Committee.

11.2 Any money and assets left after satisfaction of all debts and liabilities shall be applied to purposes in keeping with the objects of the club

11.4 All books and documents of Tribe Cumbria shall be placed with such a person or organisation for safe keeping as the meeting shall decide.

Date of Adoption.

Chair signature:

Second signature:

Name:

Name:



Everyday Current Account

MR DAVID GRAHAM OXFORD
7 FIRTH VIEW
PARTON
WHITEHAVEN
CA28 6RJ

%%SSC

1/1



Telephone Banking, enquiries or lost or stolen cards 0800 9 123 123, open 24 hours a day 7 days a week.

To help us maintain and improve our customer service we may monitor or record your calls.

For the hard of hearing and/or speech impaired, Text Relay service available 18001 0800 9 123 123



Online Banking service and information available at www.santander.co.uk



Santander, 9 Nelson Street, Bradford, West Yorkshire, BD1 5AN.

Online, Mobile and Telephone Banking
ID 7205069577 D OXFORD

Your account summary for 30th Jun 2021 to 29th Jul 2021

Account name MR DAVID GRAHAM OXFORD	
Account number: 52844124 Sort Code: 09 01 29 Statement number: 07/2021	
BIC: ABBYGB2LXXX IBAN: GB16 ABBY 0901 2952 8441 24	
Balance brought forward from 29th Jun Statement	£1,047.34
Total money in:	£91.00
Total money out:	-£270.00
Your balance at close of business 29th Jul 2021	£868.34

Credit interest rate: No credit interest is paid on this account.

Interest and refunds paid this period

Date	Why we are paying you	Amount
29th Jul	Interest on your credit balance	£0.00

News and information

Changes to 1|2|3 Graduate Current Account

For customers who start their second year on the 1|2|3 Graduate Current Account, we're reducing the interest-free overdraft amount from £2,000 to £1,000 from July 2021. If you use more than £1,000 of your overdraft, you'll be charged interest on the amount above £1,000. If you're already in your second year, you won't be affected by this change.

We are contacting customers moving into their second year in July 2021 to remind them of the changes. For more information visit santander.co.uk

Important to keep your mobile phone number up-to-date

Our free text alerts keep you up-to-date with your accounts. We send important text alerts automatically, for example to prevent fraud or when you are overdrawn to give you time to pay in money and either avoid or reduce overdraft charges. You can also choose to set up other alerts to help manage your money.

To make sure you receive them it's important that you provide your mobile phone number and keep it updated.

To update your mobile number, click the 'My Details & Settings' tab in Online Banking. Alternatively, you can phone or visit a branch with your debit or credit card.

Need to complete self-assessment tax return for 2020/21?

Your Account Summary will be available by end of May 2021 as an e-Document to view and print in Online Banking.



Important Messages

Important information about compensation arrangements: We are covered by the Financial Services Compensation Scheme ("FSCS"). The FSCS can pay compensation to depositors if a bank is unable to meet its financial obligations. The account(s) shown in this statement are eligible for compensation under the scheme. Santander UK plc is an authorised deposit taker and accepts deposits under this name and the cahoot and Santander Corporate & Commercial Bank trading names.

Further details can be found in the FSCS Information Sheet and Exclusions List, a copy of which is available in your local Santander branch.

For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk.

For Customers with an Overdraft. If you have a problem with your agreement, please try to resolve it with us in the first instance. If you are not happy with the way in which we handled your complaint or the result, you may be able to complain to the Financial Ombudsman Service. If you do not take up your problem with us first you will not be entitled to complain to the Ombudsman. We can provide details of how to contact the Ombudsman.

Details of rates and charges can be found on our website or through your local branch.

Interest or fees will be calculated daily on any outstanding overdrawn balance.


AER explained - AER stands for Annual Equivalent Rate and shows what the interest rate would be if we paid interest and added it to your account each year. Gross rate explained - The gross rate is the interest rate we pay where no income tax has been deducted.

EAR explained - EAR stands for Effective Annual Rate and represents the yearly cost of an overdraft, which takes account of how often we charge interest to the account, and does not include any other fees or charges. Overdrafts depend on your circumstances and you must repay any overdraft when we ask in line with our General Terms and Conditions.

Santander UK plc. Registered Office: 2 Triton Square, Regent's Place, London, NW1 3AN, United Kingdom. Registered Number 2294747. Registered in England and Wales. www.santander.co.uk. Telephone 0800 389 7000. Calls may be recorded or monitored. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Our Financial Services Register number is 106054. Santander and the flame logo are registered trademarks.

Date	Average balance for the month	Amount
29th Jul	Average credit balance	£858.44

Your transactions 30th Jun 2021 to 29th Jul 2021

Date	Description	Money in	Money out	£ Balance
30th Jun	Balance brought forward from previous statement			1,047.34
1st Jul	BILL PAYMENT VIA FASTER PAYMENT TO BLUE ANGELS CUMB REFERENCE RENT FROM TRIBE , MANDATE NO 2		150.00	897.34
1st Jul	BILL PAYMENT FROM MR ANTHONY MCEWEN, REFERENCE TRIBE CUMBRIA	15.00		912.34
8th Jul	 CARD PAYMENT TO PICTURE IT, 120.00 GBP, RATE 1.00/GBP ON 06-07-2021		120.00	792.34
16th Jul	FASTER PAYMENTS RECEIPT REF.TRIBE FROM DAVIES R & D	20.00		812.34
16th Jul	BILL PAYMENT FROM MR ANTHONY MCEWEN, REFERENCE TRIBE CUMBRIA	20.00		832.34
20th Jul	FASTER PAYMENTS RECEIPT REF.OX SUBS FROM V Oxford	20.00		852.34
22nd Jul	FASTER PAYMENTS RECEIPT REF.DILDOS FROM WESTRAY S B	6.00		858.34
22nd Jul	FASTER PAYMENTS RECEIPT REF.DRINKS IN CH FROM ROBSON C	10.00		868.34
29th Jul	Balance carried forward to next statement:			868.34

Workington Town Council

Community Service Grant

2020-21



Please use this form to apply for a community service grant or fund from Workington Town Council. You must complete all the boxes on the form and submit it along with the required paperwork. On receipt of this form you will be given a date when your application will be considered by the relevant committee.

Name of Organisation	Principal Contact
FROSTOM'S PENSIONERS	MARGARET RAY
Address of organisation	Address of contact
C/O 25, MOSSBAY RD	25, MOSSBAY RD WORKINGTON C44 3XG
Date of application	17-8-21
Telephone	01900 66677 - 07840453529
E-mail	
Description of organisation	
Do you have a constitution? <i>Please send a copy with your application</i>	YES
How much funding do you require in total	£250
Which fund are you applying to?	Community Service Grant <input type="checkbox"/> ANY
How much funding are you requesting from the Town Council (maximum £300)	

Have you approached other funding sources? If so, please list them and the amount you have applied for.

NO

Bank Details – How does the name of your organisation appear on your bank account?
 This is who we will make the cheque payable to, should your application be successful.

Tell us what you will do with a grant from Workington Town Council
 Please include a breakdown of how the grant will be spent.

LOVE TO TAKE MY PENSIONERS
 TO THE XMAS MARKET AT
 NEWCASTLE

What date will your event / activity take place?


NOVEMBER 20TH

Please include the following documents with your application

Declaration

- I/we understand that grant money from Workington Town Council must be used for the agreed purpose.
- I/we will abide by the conditions of funding. H. Ray

Please note that we do require 3 signatures in order to present your application to Committee.

Signature	M. Ray	Name	Margaret	Position	organiser
Signature		Name	Jacqueline Ray.	Position	

CONSTITUTION

Name of the Organisation:

The name of the organisation shall be:-

FROSTOMS YOUNG PEOPLE AND PENSIONERS CLUB

Aims:

- (a) Working with and helping the young people and older people specifically (but also the wider community) of the Frostom's Estate in the Moss Bay Ward of Workington to access social and educational events that will enhance their health, their quality of life and well being.
- (b) Link between the community and key agencies.
- (c) Organising community events.

Membership

Membership of the FROSTOMS YOUNG PEOPLE AND PENSIONERS CLUB will be open to all who live in the South Workington area regardless of nationality, political party, race and religious opinion or age. A Membership Book will be kept by the Secretary, in which the names and addresses of all members are kept.

Committee

- (a) The Committee's job is to carry forward the work of FROSTOMS YOUNG PEOPLE AND PENSIONERS CLUB, and keep all members informed about what is happening.
- (b) The Committee shall be made up of a Secretary, Chairperson, Vice Chair person, Treasurer and a minimum of three general members.
- (c) The Committee shall be elected at the Annual General Meeting.
- (d) In the electing the committee, every reasonable effort will be made to get membership from all over Workington.
- (e) Initially the Committee shall try to meet monthly and then six weekly.
- (f) Minutes of Committee meetings shall be available to all members.
- (g) The Committee can introduce or appoint new members as required, to keep up its numbers and carry out it's work.
- (h) Membership of the Committee will be dependant on regular attendance or apologies sent. Any period of absence of three meetings may result in termination of membership of the committee, at the discretion of the Committee.

Annual General Meeting

- (a) There shall be an Annual General Meeting (AGM) each year at which the Committee will report on its work and present a statement of accounts.
- (b) All Committee Members will step down at the AGM, but may stand for re-election.
- (c) The AGM shall elect a new Committee, vote on recommendations and any amendments to the Constitution.
- (d) The Secretary will notify all members of the date of the meeting not less than fourteen days before the AGM.
- (e) The AGM shall be publicised locally.

Other General Meetings:

- (a) General meetings in addition to the AGM, open to all members, may be held from time to time, as the Committee decides.
- (b) A Special General Meeting open to all members must be held if four or more members submit a request for such a meeting to the Secretary. The Secretary shall arrange for the meeting to take place within fourteen days.
- (c) The Secretary will give members at least five working days notice of all General Meetings.

Workington Town Council
 Town Hall, Oxford Street, Workington, Cumbria CA14 2RS
 Telephone: 01900 702986
 Email: office@workingtontowncouncil.gov.uk
 Website: www.workingtontowncouncil.gov.uk



Minutes of the meeting of Workington Town Council held at 7.00pm on Tuesday 27th July 2021 WTC Community Centre, Princess St, Workington.

C Armstrong	Present	J Kirkbride	Present
M Bainbridge	Present	Antony McGuckin	Absent
H Briggs	Present	S Melton	Apologies
R Briggs	Present	B Miskelly	Present
B Cannon	Present	Patricia Poole	Present
B Dixon	Present	D Rollo	Present
D Farrar	Present	B Sansom	Apologies
S Fryer	Apologies	P Scott	Present
G Glaister	Present	S Stoddart	Present
H Harrington	Present	W Wilkinson	Present
M Heaslip	Present	L Williams	Present
J Hunter	Apologies	E Wood	Absent
J King	Apologies		

In attendance: Town Clerk

Public Participation

Two councillors chose to attend as members of the public due to perceived irregularities (statement attached)

20.32. Apologies

The Council received and accepted apologies from Cllrs Sue Fryer, John Hunter, Janet King, Sean Melton, and Blain Sansom for reasons approved by the Council under the terms of Local Government Act, 1972, s85.

Cllr Ryan Briggs informed council that he would need to keep his phone switched on due to a family emergency.

20.33. Declarations of Interest

No interests were declared.

20.34. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

Agenda item 6 (number FG21.48) was identified as requiring the exclusion of press or public.

20.35. Minutes of the previous Full Council meeting

The Council received the minutes of the meeting on 9 June 2021. Cllr Heaslip declared that he hadn't received the minutes until the day prior to the meeting therefore the minutes were to be carried over to the next meeting.

20.36. Mayoral Announcements.

Mayor's calendar of events since Full Council Meeting on Wednesday 09 June 2021

Date	Event	Time
Monday 21 June 2021	Year 6 pupils from St Patrick's Primary School visit to Workington Town Council Community Centre to discuss anti-social behaviour	
Saturday 26 June 2021	Armed Forces Day Vulcan Park	11.00 am
Monday 28 June 2021	Pride Day Raising of flag at Town Hall	
Monday 5 July 2021	Morrison's Café Big NHS Tea	3.00 pm
Tuesday 13 July 2021	Helena Thompson Museum Cutting of ribbon to open Harrington Room	11.20 for 11.30 am

Deputy Mayor's calendar of events since Full Council Meeting on Wednesday 09 June 2021

Date	Event	Time
Thursday 1 July 2021	Comedy of Errors Workington Hall Park	7.00 pm

Resolution: To note the report

Report from Committees

20.37. Finance and General Purposes Committee

The Council received the draft minutes of the Finance and General Purposes Committee meeting on 20th June 2021.

Cllr Cannon commented that the employment report attached to the agenda should not be included as it included personal detail from staff. Cllr Cannon was Assured that the report was for council members only.

Cllr Heaslip asked what business rates would WTC pay for the new building? Was planning permission granted for the change of use for the building and that the motions from the minutes had not been brought forward to this meeting.

Cllr Scott assured Cllr Heaslip that we had discussed the level of rates to be paid and that ABC would contact us shortly, that planning permission was not required as the building use was still in the same category (F2) as previously used.

Town Clerk explained that the motions from the minutes were being brought to the full council as part of the minutes.

Cllr Miskelly commented that apprentices had been employed previously with little success due to their supervisor not having the relevant experience. That the current team was in a 'shambles' and that an Estates Team Leader was urgently required. Cllr Miskelly commented that the allotment sites were in need of attention.

Cllr Stoddart commented that we (as a council) should look to the future, not the past.

Cllr Dixon commented that two apprentices might be too many and that one apprentice and one admin might be more appropriate.

Cllr Farrer asked if there was a budget for business rates, Cllr Scott assured him that there was.

Cllr Scott explained the research and discoveries regarding 'Live Streaming' of meetings.

Cllr Cannon commented that it would be preferential to have reports in writing rather than verbal – this would allow councillors to review those materials and make an informed decision.

Resolved: To have written reports for 'Live Streaming' prior to voting on this issue

Resolved: All future reports will be accompanied by a written report

Resolved: To accept the minutes from the 20th June 2021

20.28. Planning Committee

No Planning Committee meeting was held due to the WTC staff isolating, however those items that could not be carried to the next meeting, due to time constraints, have been reported.

20.29. Environment Committee

The Council received the draft minutes of the Environment Committee meeting on 22nd July 2021.

Cllr Rollo stated that she had been told that the Salterbeck bus shelter would go ahead, it has now been decided to postpone this until the next financial year, she feels that she has been lied to, that she is very disappointed in a promise that was given and not met.

Cllr Harrington replied that this was not a deliberate act, that circumstances had changed.

Cllr Cannon looked for reassurances that the £500.00 raised by residents of Salterbeck as a contribution to the bus shelter was ring fenced for that project, the Town Clerk assured Cllr Cannon it was.

Cllr Cannon asked if the possibility of a play area at Westfield was still being sought, Cllr Harrington and Cllr Kirkbride discussed locations.

Cllr Rollo questioned why a clear air study was being requested as this is available online, Cllr Harrington referred to the proposed widening of roadway in town centre.

Cllr Stoddard asked that Cllr Rollo apologise to Cllr Harrington for calling her a liar, Cllr Rollo explained that she had said she had been lied to, Cllr Harrington declared that she had not taken this as meaning she was being called a liar, however Cllr Harrington stated that she would try to find the funding for the bus shelter at Salterbeck.

Cllr Dixon commented that future plans for Vulcans Park had not been shown in the minutes or shared with the whole council.

Cllr Heaslip stated that a clear air report was required for the A596 to Lilly Hall.

Cllr Miskelly commented on E21.20, benches being transferred from WTC Café to Workington Harbour, this was previously proposed and declined due to the benches not being DDA compliant.

Resolved: To contact Westfield and ABC to discuss potential play area development.

Resolved: To obtain clear air study from the internet for the A596 to Lilly Hall.

Resolved: To explore further options for funding Salterbeck bus shelter.

Resolved: To accept the minutes from the 22nd July 2021.

20.36. Culture Committee

The Council received the draft minutes of the Culture Committee meeting on 13th July 2021.

Cllr Armstrong called for participants for a new working group to ensure cross council engagement. Cllrs Banbridge and Dixon volunteered.

Resolved: To accept the minutes from the 13th July 2021.

20.37 Motion from Cllr Heaslip

Council resolves to hold a copy of a standard or enhanced DBS Certificate held by a Councillor where requested to do so by that councillor along with the Councillor's Declaration of Interests, for inspection on request by any elector, and to publish that standard or enhanced DBS certificate on the Council website alongside the Declaration of Interests, provided that no certificate shall be posted to the website before 1st January 2021. Council further resolves to facilitate, practically and financially, the acquisition of such a DBS certificate by any councillor who does not have one through a capacity other than that of councillor"

The council discussed that this motion, Cllr Scott pointed out that in this format was not legal and therefore the motion was amended with the agreement of Cllr Heaslip to;

Council resolves to hold a copy of a standard or enhanced DBS Certificate held by a Councillor where requested to do so by that councillor along with the Councillor's Declaration of Interests. Council further resolves to facilitate, practically and financially, the acquisition of such a DBS certificate by any councillor who does not have one through a capacity other than that of councillor"

Vote on amended motion

For :14 Against: 1 Abstain: 3

Motion carried

Cllr Briggs (Mayor) informed the council that a rogue email was circulating pertaining to be from himself but was in fact a fake, the [police are involved and if anyone receives an email can they contact Cllr Briggs directly.

Cllr Scott asked councillors to consider the messages they post on Face book about council staff and councillors and to bring some decency back to proceedings.

The mayor brought the meeting to a close after an outburst from Cllr Rollo where accusations were made about actions of another Councillor.

The meeting closed at 20.49.

Workington Town Council

Town Hall, Oxford Street, Workington, Cumbria CA14 2RS

Telephone: 01900 702986

Email: office@workingtontowncouncil.gov.uk

Website: www.workingtontowncouncil.gov.uk



Minutes of the meeting of Workington Town Council EGM held at 7pm on Tuesday 11th May 2021 at Moor Close Sports Centre.

C Armstrong	Present	J Hunter	Present
M Bainbridge	Absent	J King	Present
H Briggs	Present	S Melton	Apologies
R Briggs	Present	B Miskelly	Absent
B Cannon	Absent	D Rollo	Present
B Dixon	Apologies	B Sansom	Apologies
D Farrar	Present	P Scott	Present
S Fryer	Apologies	S Stoddart	Present
G Glaister	Present	W Wilkinson	Present
H Harrington	Present	L Williams	Present
M Heaslip	Absent		

In attendance: Town Clerk of Workington Town Council

Public Participation

No members of the public observed the meeting.

21.00. Apologies

The Council received and accepted apologies from Cllr Sue Fryer for reasons approved by the Council under the terms of Local Government Act, 1972, s85.

21.01. Declarations of Interest

Cllr R Briggs announced an interest in AA Electrical – abstained from vote in item 5 (21.02)

21.02. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

Item numbers 5 and 6 were identified as requiring the exclusion of press or public.

21.03. Minutes of the previous Full Council meeting

The Council received the minutes of the meeting on 7th April 2021 and affirmed them as a true record.

21.04. Princess Street Day Centre/Workington Town Council Community Centre

The council received quotes regarding up-grading works for the recently purchased Princess Street Day Centre /Workington Town Council Community Centre.

Cllr Paul Scott stated that initially it was thought to up-grade all aspects of the building immediately, however, a new version of solar panelling (much lighter than current panelling) for rooves will be available that would allow WTC to install for this building. Therefore, it was decided to wait until this is available before replacing the existing roof and to also consider any available grant funding.

WTC are currently researching the introduction of 'Green Bays', these are electric car charging bays, there is current funding available of grants for up to 75% of the cost of installation. There are further options for private partnerships / sponsorships for the remaining 25%. One of the governing criteria for the installation of the 'Green Bays' is the lack of off street parking in the area (no opportunity for local residents to charge their own cars). This is an opportunity for WTC to provide a, much valued, facility that will become a necessity in the coming years.

A total budget of £15,000.00 was considered to proceed with works for the building to bring it to a workable standard.

Installation of ICT equipment will be completed by ABC.

Internet connections and phone lines will be installed by XLN.

All utilities are in place.

Outside works are currently being undertaken by the WTC Estates Team.

One quote was received for the replacement of windows...

- Kevin Dickinson UPVC Ltd to the value of £6,804.00. APPROVED

Two quotes were received for up-dating of electrical works...

- May Graine Electrical to the value of £5,032.00 (+VAT) NOT APPROVED
- AA Electrical to the value of £3,950.00 (+VAT) APPROVED

One quote was received for plumbing works...

- Elite Plumbing to the value of £1,600.00 APPROVED

One quote was received for Decorating...

- Victor Williams to the value of £9,387.78 NOT APPROVED

Therefore, costs will be...

Windows	£6,804.00
Electrics	£3950.00
Plumbing	1,600.00
Total Cost	
(inc) VAT	
(exc) VAT	

Vote- For 10

Against 0

Abstain 3

21.05. Bus Shelters

Bus shelters for Salterbeck and Moss Bay Road have been approved previously. A question remained as to the costs of the bus shelters and where that would be taken from. Previous minutes have stated that a contribution would be given from ABC however, after talks with ABC no funding is available.

ABC have agreed to remove the existing bus shelter at Salterbeck if WTC agree to replace and maintain a new bus shelter, this has been agreed, therefore, the new bus shelters will be purchased with funding from WTC bus shelter budget 2020 and 2021 with the remaining amount from the Workington in Bloom budget.

Vote – For 13 Against 0 Abstain 0

Meeting ended 7.30pm

Workington Town Council

Town Hall, Oxford Street, Workington, Cumbria CA14 2RS

Telephone: 01900 702986

Email: office@workingtontowncouncil.gov.uk

Website: www.workingtontowncouncil.gov.uk



Minutes of the Extraordinary Environment Committee Meeting of Workington Town Council, 7pm on 22nd July June 2021 at the WTC Community Centre, Princess Street, Workington.

Cllr H Harrington (Chair)	Present
Cllr C Armstrong	Present
Cllr P Poole	Apologies
Cllr R Briggs	Apologies
Cllr G Glaister	Present
Cllr J Hunter	Apologies
Cllr P Scott	Apologies
Cllr S Stoddart	Present
Cllr J Kirkbride	Present
Cllr J King	Apologies

In attendance: Town Clerk of Workington Town Council

E21.13 Apologies

Apologies were received and accepted as being for approved reasons under the terms of the Local Government Act 1972, s85, from Cllr John Hunter.

E21.14 Declarations of Interest

Cllr C Armstrong declared an interest in item 7 as the Cllr knows the supplier of hanging brackets for Cumbria in Bloom.

E21.15 Exclusion of Press and Public

No issues that require the exclusion of press or public.

E21.16 Minutes of the last meeting

The minutes of the previous meeting on 6th June 2021 were accepted as a true record, resolutions from the minutes were updated...

- E21.05 a/b/c. Pending
- E21.05 d. Invite local MP Mark Jenkins to next council meeting to discuss anti-social behaviour in the area.
- E21.05 f. Contact path resurfacing company for update.
- E21.06 research ownership of Mt View Allotments
- E21.077/8/10 Pending
- E21.11 Cost of Pana court is £12,000 fitted – research alternative location
- E21.12 Contact Steve Long re play area.

E21.17 Bus Shelters.

The committee received a report regarding the bus shelter at Dunmel Park. The committee decided to complete the bus shelters to be fitted prior to undertaking any further bus shelters.

The current bus shelters are for Moss Bay/Letter Box and for Salterbeck, there is a shortfall in the budget.

2020-21	£3,000.00
2021-22	£3,000.00
Salterbeck residence	<u>£ 500.00</u>
	£6,500.00

Costs for two bus shelters – at Moss Bay/Letter box and Salterbeck

Full sized shelter – Satlerbeck	£5,260.62
Full size shelter – Moss bay	£4,905.02
Concrete base Mossbay	£1,390.00
Traffic lights – both locations	<u>£1,130.00</u>
	£12,688.64

Additional costs have been identified for full sized shelters, concrete bases and traffic lights.

The committee discussed the option of completing the instalment of one bus shelter now and committing to complete the other shelter in the next budget. As Salterbeck already has a bus shelter (in need of upgrading) and Moss Bay/Letter Box has no shelter the latter will be completed first.

Resolved: To complete the instalment of the Moss Bay/Letter Box bus shelter

E21.18 Back Lanes

The Committee received a report proposing to improve the appearance of back lanes at Ashton Street, Yeovil Place, and Isly Place and to refurbish and adopt Grey Street back lanes.

Resolved: To contact Ian Ridge re Ashton St, Yeovil Place and Isly Place.

Resolved: To contact CCC for permission to refurbish and adopt Grey St back lanes.

E21.19. Cumbria in Bloom

The committee discussed inviting local schools (St Patricks and St Michaels) to create a 'small forest' area in Vulcan Park, including aspects of the QPJ celebrations.

Resolved: To create a project proposal for the schools for September.

Resolved: To cost the project.

E21.20. Vulcan Park

The committee discussed the following...

- Signs at the entrances to Vulcan Park with behaviour guidelines – this is pending as the signs are being designed.

- Complaints of bikes and skateboards in park – Clerk informed committee that she called the police the previous day to report a motorcyclist driving dangerously through the park.
- Re-siting the old benches outside of the café to Workington Marina.
- Permission has been received to site benches at Milson Dr and Moor Rd - installation costs are a total of £450.00 for both. However, we have been searching for a company to fit these benches (as they fall on CCC land) to no avail. A permit to the cost of £1,000.00 is required for our staff to fit them but the staff will need extensive training to meet the guidelines for the permit.
- Planting of ever green trees in park – this can be combined with item E21.19.
- Siting a storage container at the rear of the council building – painting it green and planting hedging will disguise it from the park.

Resolved: Town Clerk to contact MP Mark Jenkins to attend next meeting to discuss anti-social behaviour.

Resolved: To re-site old picnic benches from café to Workington Marina

Resolved: To pay £450.00 fitting costs for two benches

Resolved: To continue the search for a fitting company

Resolved: To site new storage container at the rear of council building

E21.21. Harrington Play Area

Committee discussed purchasing a picnic bench with access for two wheelchairs at a cost of £670.00 and an adult picnic bench with seats at a cost of £399.00.

Resolved: To purchase both benches.

E21.22. Clean Air Study

Committee discussed requesting a Clean Air study from ABC for Ramsey Brow, Workington.

Resolved: To request a Clear Air study from ABC for Ramsey Brow.

E21.23. Highways Traffic Flow

Committee discussed requesting a Highways Traffic Flow study from CCC for Ramsey Brow, Workington.

Resolved: To request a Highways Traffic Flow study from CCC for Ramsey Brow, Workington.

E21.24. Christmas Trees

Committee agreed for the reporting of Christmas Trees to remain with the Culture Committee

Resolved: To return Christmas Trees to the Culture Committee.

The meeting closed at 20.43.

N.B. For the purposes of these minutes the term **Resolved** refers to the committees promise to take this issue to WTC Full Council meetings.

Events Proposal 2022

For Culture Committee consideration on 7th September 2021

Date	Event	Location	Time
Saturday 16th April	Easter Fun Day	Moorclose Community Centre	1pm-4pm
Sunday 17th April	Easter Trail	Vulcan Park/Town Centre	11am-4pm
Sunday 8th May	VE day flag raising	Princess Street	tbc
Tuesday 10th May	Mayor Making	Carnegie Theatre	7pm
May tbc	Rock concert in partnership with Bastion Events	tbc	tbc
Saturday 21st May	Reach Out (Mental Health)	Vulcan Park	11am-4pm
Thursday 2 June - Sun 5th June	Queen's Platinum Jubilee event	Various Venues	tbc
Saturday 25th June	Armed Forces Day	Vulcan Park	tbc
July	Outdoor Theatre - Oddsocks (tbc)	Vulcan Park	7pm
July	Town Show - (dog show / country fair / fruit and veg comp)	Vulcan Park	11am-4pm
Wednesdays in August	Science Booth Workshops	Princess Street	10am-12pm
August	Summer Camp (Workington Go style with other agencies)	Venues across Town	tbc
Sunday 7th August	Festival of Running	Leisure Centre	10am-4pm
Tuesday 9th August	Teddy Bears Picnic	Vulcan Park	12pm
Monday 15th August	VJ Day flag raising	Princess Street	tbc
Saturday 3rd Sept	Merchant navy day (flag raising)	Princess Street	tbc
September	Pride Flag raising	Princess Street	tbc
Sept/Oct	Table top/antiques sale/fair	Vulcan Park	tbc
Saturday 29th October	Halloween	Hall Park	4pm-7pm
Saturday 5th November	Fireworks display	Derwent Park	6pm
Sunday 13th November	Remembrance	Harrington/Workington	9.30am/2pm
Saturday 26th November	Christmas Festival	Town	11am-5pm

April

Easter Fun Day

Ran by SWYP in Moorclose community centre.

Will follow format of previous years with an Easter theme.

Easter Trail

Simple Easter pictures dotted around Vulcan Park for 1 day. Children list what pictures they find.

Easter bunny hired to give out eggs.

May

VE day flag raising

Mayor Making

Reach Out

A new event for 2022, this will be focussed on mental health and wellbeing

This will tie in with mental health awareness week and expand on the yarn bomb event which we held in 2021 and which was very popular.

It could include: yarn bombing, healthy eating demos, book swop, art/graffiti workshops, meditation/Yoga, exercise – low impact, walking football/netball, Cumbria County Council – stall/packs to give aware, Healthy Hopes, suicide awareness, domestic violence etc.

June

Queen's Platinum Jubilee

Subcommittee formed and meeting on 9th Sept

Armed Forces Day

July

Outdoor Theatre

Oddssocks event for 2 nights. To follow same format as previous years, but in Vulcan Park.
This event could be replaced with an outdoor cinema event.

Town Show

A new event for 2022 to be held in Vulcan Park and to involve a dog show, country fair, bake off and tie in with the fruit and veg show so schools can be involved and coincides with In Bloom judges visit.

August

Science Booth Workshops

Wednesdays in August held at Princess Street

Free workshops for children to make slime, wildflower seed bombs, bath bombs and sherbet!

Summer camp (event name tbc, to replace Workington Go)

Tie in with local groups: cricket, rugby, football, drama, leisure centre, TA centre, theatres, Active Cumbria, boxing, bowling club etc to deliver sessions free for children during the summer holidays. Drawing on the success of the Rugby taster sessions with Jamie Doran. There is not a lot free for children during the summer holidays.

Festival of Running

To follow the same format as 2019 which was a very popular event.

Teddy Bears picnic

In Vulcan park with traditional games.

VJ Day flag raising

September

Merchant navy day flag raising

Pride flag raising

September-October

Table-top sale and/or antique sale every weekend in Vulcan Park.

October

Halloween

Spooky outdoor cinema for kids, fancy dress comp, disco, spooky train etc.

November

Fireworks display

To follow the same format as 2021 with more entertainment, sponsor etc.

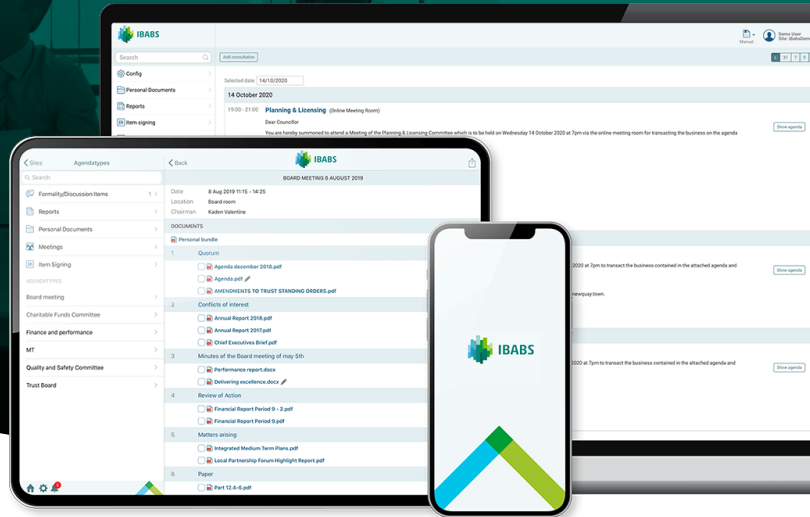
Remembrance

Christmas Festival and Light Switch on

To follow the same format as 2021



Effective & easy board and meeting management



In this fast-paced world, you need a meeting management solution that is simple, efficient, and incredibly easy to use. With iBabs, you can manage the entire meeting process on a single platform.

Over 300,000 users in 3000+ companies trust the software for their compilation, distribution, board and meeting management.



Save hours preparing for meetings



Access agendas and documents everywhere, 24/7 - even offline

Record minutes and decisions



Improve collaboration with other board members

Keep all sensitive data secure on-premise or in the cloud



Distribute board packs in seconds instead of days

iBabs For Directors

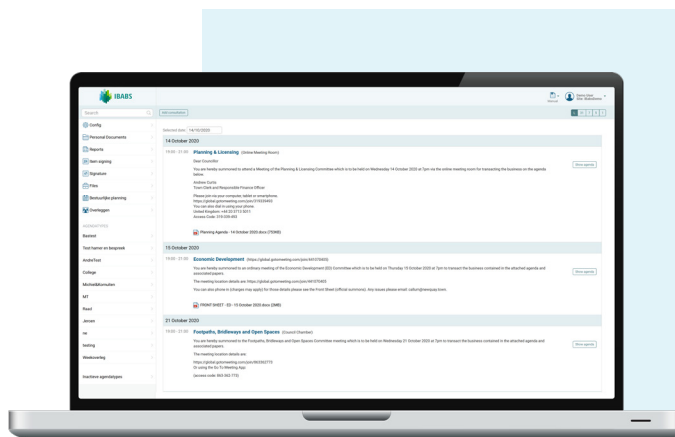
How iBabs makes your meetings more effective

iBabs for directors & executives provides the busy decision makers with a concise view of their meeting details, agendas and associated documents. Users can add their own notes, privately collaborate online with other participants and vote on the items being proposed. All documents within the system have version control and all the information is highly secure.

Make informed decisions with confidence

Power through agendas and documents, make more informed decisions and conduct board meetings faster.

iBabs not only captures the entire decision-making process – it takes all the paperwork out of meetings.



Before
Save hours preparing



During
Collaborate quickly and easily



After
Improve and confirm accountability

Security

- Strong password Policies
- Fully Encrypted
- ISO27001/27002 Certification

Voting

- Fully supports board resolutions
- Quickly and confidentially record votes
- Report on decisions taken
- Access voting summaries

iBabs Connect

- Secure participants video conferencing via iBabs
- Record and save meetings
- Secure video link for meeting viewers

Digital documents

- Add notes on your documents
- Collaborate with others
- Version control and automated sync
- Secure e-signing of documents

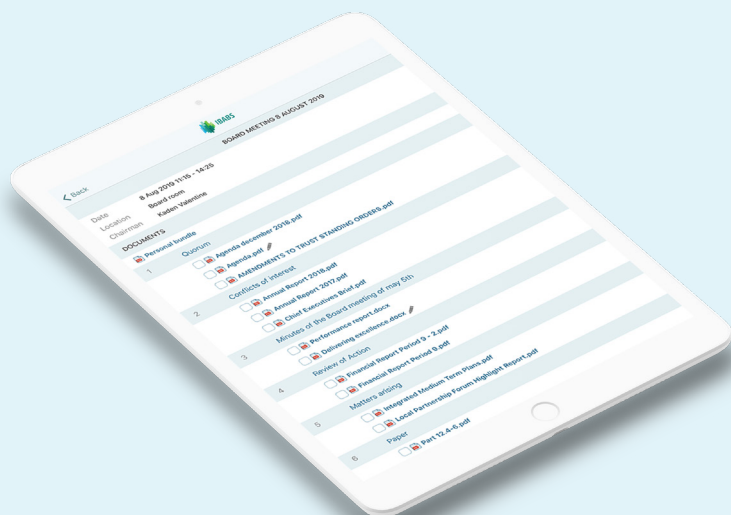
iBabs For Secretaries

Discover the paperless meeting advantage

You understand all the work that goes into an effective meeting. Imagine how much simpler everything could be with iBabs. No more paper! All participants have everything they need at their fingertips, and you're in control.

“For Every committee meeting we are saving seven hours of time not printing paper”

Cathie Steele, Public Health Wales



Keep your records straight

No more time-consuming typing of meeting minutes or checking if all participants received the necessary documents.

Discover the paperless meeting advantage, as iBabs makes work easier and saves you valuable time.



Before
Save hours of time and effort



During
Ensure everyone has what they need



After
Efficient follow-up

Security

- Secure log in
- Full access control
- Create and manage document libraries
- Lock sensitive information

Reporting

- Monitor participants
- Voting outcomes
- Action log
- Decisions

Meeting Management

- Pre-defined and customisable templates
- Create meetings from Microsoft Outlook
- Easily upload documents in 2-clicks
- Convert all documents to PDF in seconds
- Meetings are pushed to all participants automatically

Minutes

- Capture the minutes live within iBabs
- Record decisions
- Assign actions
- Export and Edit
- Send for approval

Stable, secure and trusted from experienced developers

AES- 256 BIT

iBabs uses the same secure encryption trusted by banks and departments of defense – 256-bits AES encryption.

Because of stricter privacy laws, all **our servers are located in Europe.**

ISO certified

All iBabs processes and procedures comply with ISO 27001 and ISO 27002 requirements, that ensure iBabs meets the highest international information security standards.



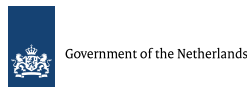
Available in 14 different languages

Supporting companies around the globe.

24/7 product support

With round-the-clock support, we've already made productive meetings go more smoothly for more than 300,000 people.

Experience you can trust:



Contact us for more details:
www.ibabs.com | info@ibabs.com

List of Payments made between 01/07/2021 and 31/07/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
06/07/2021	Richard James Newsagents Ltd	108980	87.12		Stamps
06/07/2021	WF Support Services Ltd	108982	217.73		PPE equipment for WTC CC
06/07/2021	Workington Heritage Group	108983	149.00		5 x room hire at HTM
06/07/2021	Cumbria Recycling Ltd	108984	70.00		Re-conditioned fridge WTC CC
06/07/2021	Beacon Fire Protection Ltd	108985	600.00		2 x fire risk assessments
06/07/2021	Easby Orwell Ltd	108986	468.00		Ad in Cumb Guide Jul/Aug
06/07/2021	FuelGenie Business Account	108987	272.81		Fuel for van & machines Jun 21
06/07/2021	Thomas Kay Photography	108988	195.00		Photography at C of Errors Jul
06/07/2021	Firpress Ltd	108989	8.00		Stationery
06/07/2021	Day Cummins	108990	504.00		Prof services Memorial Garden
06/07/2021	Purple Lunch Box	108991	114.00		Food for performers CoE
06/07/2021	Bastion Events Management	108992	2,789.55		Equip at C of Errors Jul 21
06/07/2021	Tivoli Group Limited	108993	300.00		install goalposts M/close
06/07/2021	AA Electrical Contractors (Sol	108994	47.40		Addit electrics - alarm WTC CC
06/07/2021	Apogee Corporation Limited	108995	276.00		Relocation of copier
06/07/2021	Emma Chapman	CHQ 108996	501.82	LGA s111	Expenses
06/07/2021	AA Electrical Contractors (Sol	CHQ108994	-47.40	LGA s111	Cancelled chq - wrong amount
06/07/2021	Thomas Kay Photography	CHQ 108988	-195.00	LGA s111	Payee name incorrect
08/07/2021	Reedlands Auto Centre Ltd	108997	35.99		Renew mirror glass in van.
08/07/2021	Floral Design (Cumbria) Ltd	108998	90.00		3 x bouquets Annual Meeting
08/07/2021	Des Horner	108999	950.00		Welding fence panels M View
08/07/2021	Ashtead Plant Hire Company Ltd	109000	235.27		Herris fencing Night garden Ap
08/07/2021	WM Plant	109001	21.06		Service rotary mower
08/07/2021	Trade UK Account	109002	8.99		Various supplies June 21
08/07/2021	BNP Paribas Leasing Solutions	109003	239.02		Qtrly rent (2) photocopier
08/07/2021	WF Support Services Ltd	109004	758.45		Cleaning/supplies WTC CC
08/07/2021	Calc	109005	20.00		Planning course BD 240521
10/07/2021	Card Saver Limited	DDR June	0.24		Transaction costs June 21
10/07/2021	Card Saver Limited	DDR July	12.00		Virtual terminal fee July 2021
10/07/2021	JCB Finance Ltd	DDR Jun 26	949.39		Payment 26 hp for mower
12/07/2021	Business Stream	109006	94.64		Water WTC CC 240521-290621
12/07/2021	Manx Telecom Trading Ltd	109007	30.00		Monthly sim card matrix boards
13/07/2021	AA Electrical Contractors (Sol	109008	4,740.00		Electrics at WTC CC
13/07/2021	Guard A Force UK Ltd	109009	648.00		Guard at CofErrors
13/07/2021	Allerdale Borough Council	109010	196.58		Room 7 rent June
13/07/2021	Allerdale Borough Council	109011	150.34		Waste CofErrors
13/07/2021	Workington Transport Heritage	109012	300.00		In Bloom develop grant
14/07/2021	First Data Merchant Services	DDR1-30Jun	69.54		VT allot fees June 2021
14/07/2021	Petty Cash	CHQ 109013	100.00		Top up petty cash
19/07/2021	Hilary Harrington	CHQ 109021	42.91	LGA s144	Clr expenses plants Conservat
19/07/2021	Workington Amateur Operatic So	109014	1,500.00		My Fair Lady C21.18
19/07/2021	Npower Ltd	109015	232.58		Electric VP June 2021
19/07/2021	Calc	109016	75.00		Training CG & JKirkbride
19/07/2021	Thomas Kay Photography	109017	195.00		Photography CofErrors
19/07/2021	WM Plant	109018	178.45		Service Pro Vac/trimmer cord
19/07/2021	XLN Telecom Ltd	109019	34.68		Internet & phone WTCCC July
19/07/2021	Lockhart Leisure International	109020	291.00		Hire of tables, chairs CofErr

List of Payments made between 01/07/2021 and 31/07/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
19/07/2021	Water Plus	109022	111.72		Qtrly water Stoneleigh (2)
19/07/2021	Kevin Dickinson UPVC Limited	109023	6,879.00		New doors/ windows WTCCC
19/07/2021	XLN Telecom Ltd	CHQ 109019	-34.68	LGA s111	Chq lost inpost & written back
19/07/2021	XLN Telecom Ltd	109019	34.68		Re-enter July as adj for Aug
23/07/2021	LeasePlan uk Ltd	DDR July	266.10		Monthly rental on van July
26/07/2021	Emma Chapman	CHQ 109025	210.25	LGA s111	Expenses
26/07/2021	Andrew Burns	CHQ 109026	21.00	LGA s111	Expenses
26/07/2021	Firpress Ltd	109024	125.33		Stationery / Civic Service inv
26/07/2021	George Kemp	109027	400.00		Barrels, compost In Bloom disp
26/07/2021	Apogee Corporation Limited	109028	118.07		Copies Apr-Jul 2021
26/07/2021	Water Plus	109029	26.35		Qtrly water Cranb (2)
26/07/2021	POD (North West) Ltd	109030	38.00		New address flyers
27/07/2021	Des Horner	109031	150.00		6xhanging basket brackets
27/07/2021	Walker Plant Hire Limited	109032	192.00		Hire of mini digger Soapery
28/07/2021	Allerdale Borough Council	1462184117	16,543.41		Salaries - June 2021
28/07/2021	Allerdale Borough Council	1512183573	817.74		Annual play inspections
Total Payments			44,456.13		

List of Payments made between 01/08/2021 and 31/08/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/08/2021	Catherine Gourlay	CHQ 109037	443.54	LGA s111	Various expenses
02/08/2021	Walker Plant Hire Limited	109033	192.00		Hire of mini digger Mountain V
02/08/2021	JJ Group (Contracting) Ltd	109034	408.00		External socket Xmas tree N/si
02/08/2021	Firpress Ltd	109035	6.88		Wall planner 2022
02/08/2021	POD (North West) Ltd	109036	84.00		Door signs - WTCCC
02/08/2021	Al's Kitchen Ltd	109038	30.00		Buffet In Bloom Judging Day
02/08/2021	POD (North West) Ltd	109039	227.00		Flyers, banners Fun Days
02/08/2021	FuelGenie Business Account	109040	289.58		Fuel for van & machines July
03/08/2021	Day Cummins	109041	252.00		Professional services Memorial
04/08/2021	Allerdale Borough Council	1624529509	457.82		16 refuse collections VP
09/08/2021	Michaela Sheard	CHQ 109046	168.37	LGA s111	Various expenses
09/08/2021	Water Plus	109042	1,389.30		Qtrly rent Annie Pit (query)
09/08/2021	Water Plus	109043	11.70		Qtrly rent Park Lane allots
09/08/2021	Business Stream	109044	62.13		Water WCC CC 290621-230721
09/08/2021	WM Plant	109045	419.36		Service ride-on, pedest, bowl m
09/08/2021	POD (North West) Ltd	109047	168.00		Business cards
09/08/2021	Mark Holliday	109048	6,000.00		New roof Old Man's Shelter VP
09/08/2021	Trophies Sport & Leisure Ltd	109049	49.50		Medals Ramblers Fire Station
09/08/2021	Ursula Troche	109050	20.00		Activity V Park Fun Day 210821
09/08/2021	Water Plus	109051	19.97		Qtrly rent Siddick allotments
09/08/2021	Npower Ltd	109052	234.19		Electric VP July 2021
10/08/2021	Card Saver Limited	DDR Aug	12.00		Virtual terminal fee Aug 2021
10/08/2021	Card Saver Limited	DDR July	0.12		Transaction costs July 2021
10/08/2021	JCB Finance Ltd	DDR Aug 27	949.39		Payment 27 hp for mower
11/08/2021	Trade UK Account	173July 21	151.48		Various supplies July 2021
11/08/2021	Manx Telecom Trading Ltd	1751519585	30.00		Sim card for matrix boards
13/08/2021	First Data Merchant Services	DDR1-31Jul	70.10		VT allot fee Jul 2021
16/08/2021	Cumbria Loos	109053	576.00		Toilet provision CofErrors
16/08/2021	Thomas Kay Photography	109054	140.00		Photography Civic Service 1508
17/08/2021	Society of Local Council Clerk	109055	337.00		Annual subscription & joining
18/08/2021	XLN Telecom Ltd	1788754318	8.21		Internet & phone WTCCC Aug
18/08/2021	Mayor of W/ton Charity Fund	IN/OUT PAY	-3,000.00	LGA s111	Reimb WTC for 2 x charity chqs
23/08/2021	Fenland Leisure Products Ltd	109056	141.84		Replacement chains VP playarea
23/08/2021	Copeland Borough Council	109057	1,260.00		Wkly play area inspections
23/08/2021	POD (North West) Ltd	109058	48.00		Addit door signs WTCCC
23/08/2021	Ryan Askew	109059	6,800.00		Repairs to pathway AP/Feenans
24/08/2021	Thomas Kay Photography	109060	120.00		Photography VP Fun Day 210821
24/08/2021	Tivoli Group Limited	109061	16,256.23		Floral provision in town
27/08/2021	LeasePlan uk Ltd	DDR Aug	266.10		Monthly rental on van August
31/08/2021	S K Harkness (Dinosaur/Pet En	186	790.00		Entertain VP Fun & HM Day
31/08/2021	Caitlin Swanston Music	187	80.00		Entertain H/ton Marina Day
31/08/2021	Tivoli Group Limited	109062	204.00		Install of goalpost H/ton Mari
31/08/2021	Richard James Newsagents Ltd	109063	71.28		Stamps July 2021.
31/08/2021	Easby Orwell Ltd	109064	468.00		Cumbria Guide half page ad
31/08/2021	Merlin Fireworks Limited	109065	600.00		10% deposit fireworks display
31/08/2021	R G Parkins & Partners Ltd	109066	1,566.00		Geotech invest VE Day statue
31/08/2021	Imperative Training Ltd	109067	2,976.00		2 x defibrillators

List of Payments made between 01/08/2021 and 31/08/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/08/2021	Alchemy Fireworks Ltd	109068	89.99		Hotel for fireworks meeting
31/08/2021	Imagination Parties Cumbria	109069	155.00		Entertainment HM Day
31/08/2021	Workington Town Rugby League F 197		180.00		3 x coaching sessions VP Aug
31/08/2021	CF Events	198	80.00		Entertain HM Day 280821
31/08/2021	Allerdale Borough Council	199	16,067.80		SALARIES - July 2021
31/08/2021	Allerdale Borough Council	200	20,000.00		Contrib Nature Partner Officer
31/08/2021	WM Plant	201	479.31		Repair to ride on mower
31/08/2021	Andy Pratt Ltd	202	11.52		5 weeks' milk deliveries
31/08/2021	K A Farish (Drury Lane)	203	50.00		Entertain H/ton Marina Day
Total Payments			<u>78,968.71</u>		

**Mayor's calendar of events since Full Council Meeting on
Tuesday 27 July 2021**

Date	Event	Time
Saturday 7 August 2021	Reception Ramblers visit with the Mayor to Fire Station	9.30 am
Saturday 14 August 2021	Family Fun Day, Northside Mayor's Charity Event – cruise on Derwentwater	1.0 – 4.00 pm 5.00 pm
Sunday 15 August 2021	Raising the flag for VJ Day, Workington Town Council CC Mayor's Civic Service, St Mary's, Harrington Newlands Lane Allotments Open Day	9.15 am 10.15 for 10.30 am 1.00 – 3.00 pm
Saturday 21 August 2021	101 st Anniversary of The Vets Club (formerly known as Workington Discharged Sailors and Soldiers Club)	Evening visit
Saturday 28 August 2021	Harrington Marina Day	10.00 – 4.00 pm
Friday 3 September 2021	Fly the Red Ensign for Merchant Navy Day, WTCCC Marsh & Quay reunion, Senhouse Street Working Men's Club	10.00 am 7.30 pm
Tuesday 14 September 2021	100 th Anniversary of the Consecration of Our Lady & St Michael's Church	6.30 pm
Sunday 19 September 2021	Mayor of Allerdale Civic Service, All Saints Church, Boltongate	10.30 for 11.00 am
Monday 20 September 2021	Cumbria Pride flag raising, Workington Town Council CC	9.00 am
Friday 24 September 2021	Macmillan Coffee Morning, Workington Town Council CC	10.00 am
Saturday 25 September 2021	Opening Bee Active Family Fun Day Autism Society Workington Cricket Club	11.30 am

**Deputy Mayor's calendar of events since Full Council Meeting on
Tuesday 27 July 2021**

Date	Event	Time
Saturday 7 August 2021	Family Fun Day, Moss Bay	1.00 – 4.00 pm
Sunday 15 August 2021	Newlands Lane Allotments Open Day	1.00 – 3.00 pm
Saturday 21 August 2021	Family Fun Day, Vulcan Park	1.00 – 4.00 pm



ParkPlay Proposal – Workington

Venue: Vulcan's Park

What is ParkPlay?

ParkPlay is a simple idea – it's an event with fun and games every Saturday.

- Everyone is welcome
- ParkPlay is free, and no – there is no catch.
- ParkPlay is organised at your local park

The Aim

To engage as many young people and families in positive physical activity as possible by offering free to access opportunities in their local park on a weekly basis. This aim has been significantly highlighted by the impact of the pandemic over the past 18 months with many more children and adults leading more sedentary lifestyles given the restrictions that have been in place.

Funding

Initially, £5k funding is required to fund the Parkleader for a year who would be responsible for delivery of the weekly sessions, managing volunteers and the running of social media channels. Everything additional to this to support the park leader, is provided directly from Parkplay.

At this stage I have £2.5k secured from Cumbria County Council Public Health funding and therefore would be looking for Workington Town Council to support this scheme with the additional £2.5k. It would be great if you could discuss with colleagues to see how you could support this initiative and help get more young people and families engaged in regular physical activity.

Case Study

Parkplay was recently launched in Barrow and has been well received so far, please see case study attached which offers an overview of the immediate impact it has had in the area, along with significant attendances. Hopefully this will offer some insight into the concept and the model behind the programme. In essence it is about providing free weekly play sessions in parks (same time/same place) delivered by play leaders for families, with a similar ethos to Park Run.

Also see more information here: <https://www.activecumbria.org/news/archive/park-play-coming-barrow/>



Catherine Gourlay
Workington Town Council
Princess Street
CA14 2QG Workington
United Kingdom

Aug 10, 2021

Re: Quotation for paperless meetings with iBabs

iBabs B.V.
De Factorij 33
1689 AK Hoorn
The Netherlands

+31(0) 229 275 850
info@ibabs.com
www.ibabs.com

KVK: 60962062
IBAN: NL37 RABO 0187 6024 33
SWIFT/BIC: RABONL2U
BTW: NL8541.37.713.B01

Dear Miss Gourlay,

We gladly present to you our proposal for the use of iBabs for paperless meetings.

Effective paperless meetings

iBabs is a tool for effective paperless meetings. Instead of stacks of files in the conference room, every employee has a tablet containing all the agenda items, underlying decision processes, agreements, underlying documents, audio and video fragments and personal notes and documents. iBabs can display in detail anything from information from earlier meetings to the current state of affairs. iBabs even allows you to annotate documents you consult.

iBabs is offered as Software as a Service, which means that iBabs does not run at your site, but from our secured data centre, resulting in a minimal impact on your IT department. We attune iBabs to your organization and make the application available based on employee authorizations. If you like, you can even consult documents offline and annotate them with iBabs. As soon as you are back online, the notes are automatically synchronized with our server, so that they are always safe. iBabs can be downloaded from the app stores. You will receive updates automatically so that you can always avail yourself of the latest improvements in paperless work processes.

Rates

iBabs will charge £100.- per month (exclusive of VAT) for every 10 users. You can add these new users independently without having to notify iBabs or seek approval. With these licenses you will always have access to the latest version of the iBabs application. These licenses include data hosting and data distribution. The contract will run for one year and will annually be renewed for another period of one year. It can be terminated three months prior to the expiry date.

Quick start

We will ensure that iBabs is ready for use, so that you can start with paperless meetings immediately. We will enter the users in the system, create the desired types of meeting and add the first agenda and meeting documents.

We will train all the users at the outset, starting with the secretary/secretaries. During a two-hour on-the-job training we will help the secretary/secretaries to set out the upcoming meetings for the users. We know from experience that this training provides participants with sufficient knowledge of the application to be able to work independently. Should they have any questions, they can always phone our service desk.

We will also provide training in the form of an online training for all iBabs users at the start. During an interactive session, which will take approximately one hour, we will share all our best practices concerning the paperless work process and guide the end users through the application. Workington Town Council will be charged a non-recurrent contribution of £995.- exclusive of VAT. With this investment iBabs is delivered ready for use, so that you can start paperless meetings straight away. You can indicate at the bottom of this quotation whether you would like us to arrange this 'quick start' for you.

If there are employees who want to start using iBabs after its introduction, we will gladly arrange for extra training for new secretary/secretaries as well as a training on paperless meetings for new users. We can provide this extra online support for £595.- (exclusive of VAT) per session.

Starting date

After the acceptance of this contract iBabs will start the implementation of iBabs in consultation with you.

In conclusion

We kindly ask you to return a copy of this letter signed for approval. Should you have any further questions after reading our proposal, we will gladly answer them. Just contact Jon Evans by e-mail at Jon@ibabs.eu or by telephone at +44 7795 035 812.

We trust that our offer will meet your expectations and look forward to continuing our pleasant cooperation with you.

With kind regards,
iBabs B.V.



Marco Lammers
Managing Director

Contract iBabs

Parties:

iBabs B.V., located at De Factorij 33, 1689 AK, Zwaag, the Netherlands, legally represented by Marco Lammers, Managing Director, hereinafter referred to as: iBabs,

and


Workington Town Council located at Princess Street, CA14 2QG, Workington, United Kingdom, hereinafter referred to as: Customer, legally represented by

Name: Function:

Declare to have agreed as follows:

- The customer hereby gives the order to deliver the services listed in this agreement.
- iBabs hereby accepts this order and will live up to its end of the agreement.
- The fee for the actual number of users/licences will be invoiced to the client on a monthly basis.
- Any additional services will be invoiced in the month after delivery.
- iBabs' terms and conditions apply to this agreement. By signing this agreement, the customer declares to have received the general terms and conditions and to agree with them.
- All rates in this agreement are exclusive of VAT.
- The agreement shall enter into force on the date of full signing.

Thus agreed upon and signed

Organisation	Workington Town Council	iBabs B.V.
Name	Marco Lammers
Function	Managing Director
City	Zwaag
Date	Aug 10, 2021
Signature	

Please complete and return the signed agreement to Jon@ibabs.eu

Overview rates

Licenses SaaS	
Per month per user excl. VAT (per 10 users)	£ 10,-

Invoices are sent every quarter, for 3-month advance payments. The amount of the invoices is based on the maximum number of users at the time of invoicing. Calculations are made for groups of 10 users each. Each month, the maximum number of users is registered. If our records show that there were more or fewer users than invoiced, the difference is corrected on the next invoice. Above 100 users a discount applies:

User(s)		Tariff per month per user excl. VAT
1	100	£ 10,00
101	200	£ 9,00
201	300	£ 8,00
301	400	£ 7,00
401	500	£ 6,00
501		£ 5,00

The scale works as follows: the 1st 100 users always pay € 10 per month. The 2nd 100 € 9,- per month, etc.

Training

- Quick start £ 995,-
- Additional training £ 595,-

Invoicing information

We would like to send a digital invoice with the correct information. Please complete the information below.

Email address for digital invoice

VAT number

Purchase Number

If different from the addressee of this offer

Company name

Attention of

Address or P.O. Box

Zip code and City

Please complete and return to Jon@ibabs.eu