

Workington Town Council

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Thursday 14th May 2026

Dear Councillor,

You are summoned to the Annual Meeting of Workington Town Council on Friday 22nd May 2026, 6.30pm, at the Carnegie Theatre and Arts Centre, Finkle Street, Workington, CA14 2BD.

Yours faithfully,

A handwritten signature in cursive script, appearing to read 'Emma Chapman'.

Emma Chapman
Chief Officer/RFO

Before the annual meeting of the council begins The Mayor of Workington will carry out a speech on their year in office, present charities with fundraising cheques and hand out awards.

AGENDA

- 1. Mayor of Workington 2026-2027:** To elect a Mayor for the coming municipal year.
The new Mayor chairs the rest of the meeting.
- 2. Deputy Mayor of Workington 2026-2027:** To elect a Deputy Mayor for the coming municipal year.
- 3. Absences:** To note any absences.
- 4. Declarations of Interest:** To receive any declarations of interest relating to matters which appear on this agenda.
- 5. Public Questions:** To consider any questions from electors, of which notice has been given.
- 6. Questions and Statements from Members:** To consider questions and statements by members of which notice has been given.

- 7. Motions on Notice:** To consider any motions from members of which notice has been given.
- 8. Meeting minutes:**
- a) To approve the minutes of the Full Council meeting on 11th March 2026.
 - b) To note the minutes from the Culture & Social Investment Committee meeting on 14th April 2026.
 - c) To note the minutes from the Environment Committee meeting on 16th April 2026.
 - d) To note the minutes from the Finance and General Purposes Committee meeting on 27th April 2026.
- 9. Budget 2025-2026**
- a) To approve a virement of £17,000 from the salaries budget line to staff associated costs to cover other costs outside of contracted staff.
 - b) To approve the year end accounts for 2025-2026.
 - c) To approve the Council's expenditure incurred under s137 of the Local Government Act 1972.
- 10. Internal Audit**
- a) To note the report from the Internal Auditor for 2025-2026.
 - b) To appoint Jean Airey, as recommended by the F & GP committee, as the Council's internal auditor for 2026-2027.
- 11. Terms of Reference:** To approve the Terms of Reference for Standing Committees of the Council
- 12. Committee Membership:** To appoint members to the following committees of the Council:
- Finance and General Purposes
 - Culture & Social Investment
 - Environment
- 13. Chairs of Committees:** To appoint Chairs and Vice Chairs for the following committees of the Council:
- Finance and General Purposes
 - Culture & Social Investment
 - Environment
- 14. Signatories:** To confirm the following Councillors will remain signatories for weekly payment runs 2026-2027:
- Cllr Mike Rollo
 - Cllr Michael Heaslip
 - Cllr Dave Tennyson
 - Cllr Bernadette Jones
 - Cllr Mary Bainbridge
- 15. Schedule of Meetings:** To approve the schedule of meetings 2026-2027.

16. Membership to outside bodies: Council to consider nominating representatives on the following outside bodies.

Name of Body	Status	Appointment/ Nomination	Number of nominees/appointees
Helena Thompson Museum	Unincorporated registered charity	Appointment	Mayor ex-officio
John Sherwen Charity	Unincorporated registered charity	Appointment	Three Councillors
Workington & District Twinning Association	Unincorporated association	Appointment	Two Councillors Plus, Mayor is ex-officio and President

17. Membership and Subscriptions: To note the Council's annual memberships and subscriptions.

Organisation	Subscription	Cost
Living Wage Foundation	Employer Accreditation / Recognition	£100.00
Cumbria Association of Local Councils	CALC Membership	£686.63
National Association of Local Councils	NALC Membership	£1,662.34
Society of Local Council Clerks	SLCC Membership	£442.00

18. Standing Orders: To approve the Council's Standing Orders.

19. Financial Regulations: To approve the Council's Financial Regulations.

20. Code of Conduct: To approve the Council's Code of Conduct.

21. Asset Register: To review the Council's inventory of land and other assets including buildings and office equipment.

22. Insurance: To review arrangements for insurance cover in respect of all insurable risks.

23. Risk: To approve the Council's risk register and risk management policy.

24. Council Policies: To review and approve the following council policies:

- a) Complaints (updates in red)
- b) Communications (no changes)
- c) Freedom of Information (no changes)
- d) FOI Publication Scheme (updates in red)
- e) Data Protection (no changes)

- f) Grievance (no changes)
- g) Disciplinary (no changes)
- h) Sickness and Absence (no changes)
- i) Health and Safety (no changes)
- j) Member/Officer Communication - NEW