



The Town Hall  
Station Road  
Dalton in Furness  
Cumbria

Telephone 01229 464000

27<sup>th</sup> January 2026

Dear Councillor.

You are summoned to attend the meeting of Dalton with Newton Town Council on Monday 2<sup>nd</sup> February 2026 at 7pm in the Town Hall, Station Road, Dalton.

Yours faithfully

Mrs. C Stainton.  
Town Clerk

## **AGENDA**

### **1. Apologies**

To receive apologies for absence.

### **2. Minutes**

To authorise the Chair to sign the minutes of:

- a. the Council meeting held on Monday 5<sup>th</sup> January 2026
- b. the Greenspaces and Biodiversity Committee meeting held on 12<sup>th</sup> January 2026
- c. the Emergency Planning Committee meeting held on Monday 19<sup>th</sup> January 2026

### **3. Declarations of Interest**

To receive declarations of interest from members in respect of items on this agenda.

#### **4. Exclusion of Press and Public**

To consider whether to resolve, under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that the press and public be excluded from the meeting for agenda item 17 on the grounds that it involves the likely disclosure of exempt and confidential information relating to legal matters.

#### **5. Reports from Westmorland & Furness Councillors**

To note reports from Westmorland and Furness Councillors in attendance.

#### **6. Report from Police**

To note reports from Cumbria Police.

#### **7. Public Participation**

Members of the public may make representations, ask questions or give evidence on matters relating to the work of the Council, limited to 3 minutes per person at the Chair's discretion. Please note: The Council cannot lawfully make decisions on items raised that are not on the agenda but **may** place them on a future agenda.

#### **8. Clerks Report (For information only)**

- a. To receive an update on the progress of the Banking Hub enquiries (Minute C17/01/2026)
- b. To receive an update on the Community Governance Review draft recommendations.
- c. To receive an update on Dalton Railway Station.

#### **9. Correspondence**

To receive any correspondence to date which has not already been forwarded on.

#### **10. General Reports**

To receive any reports from Councillors

#### **11. Cumbria in Bloom 2026**

To consider and approve the recommendations from the Greenspaces Committee for:

- b. the creation of a working group which would include non-council members to organise the event
- c. the terms of reference for the working group. See appendix A

#### **12. Policies**

- a. To review and re-adopt the Anti-Harassment and Bullying Policy. Available to view on the council website.

### 13. Allotments

To receive an update on allotment ownership and to consider reinstating the allotment committee.

### 14. Emergency Committee – First Aid Kits

To consider a request from Members of the Emergency Committee for the provision of first aid kits, and to receive a report from the Clerk on governance, insurance and liability implications. See appendix B

### 15. Finance

a. To note the Bank Reconciliation for December 2025.

#### b. Appointment to the Finance Committee

To invite a Councillor to volunteer for appointment to the Finance & Staffing Committee.

#### c. Additional Bank Signatory

To appoint an additional Councillor as a bank signatory in accordance with the Council's Financial Regulations.

d. Payments for approval.

Supplier	Description	Amount	Power
Amazon	Compost bin – Goose Green	£74.08	LGA 1972 s111 & Open Spaces Act 1906
Groundman	Mileage 0.45p per mile	£14.00	LGA 1972 s111
Amazon	Key lock box	£15.84	LGA 1972 s111
JRB	Dog bags	£254.78	Open Spaces Act 1906
SLCC	Staff training	£140.00	LGA 1972 s111
Clerk Reimbursement	Cllr tablet	£129.00	LGA 1972 s111
DCA	Room Hire	£38.00	LGA 1972 s111
Scribe	Account Fees	£947.52	LGA 1972 s111
Furness Media	Domain Registration	£194.40	LGA 1972 s111

### 16. Planning

To consider planning applications received.

### 17. Land acquisition

To receive a confidential update from the Clerk relating to land acquisition negotiations, where publicity would prejudice the Council's position.

C. Stainton

Town Clerk

27<sup>th</sup> January 2026

## **Appendix A**

### **Terms of Reference — Community Event Working Party – Cumbria in Bloom**

#### **Dalton with Newton Town Council Community Event Working Party – Terms of Reference**

##### **1. Establishment**

The Community Event Working Party (“the Working Party”) is established by Dalton with Newton Town Council under the authority of the council’s resolution dated .....

##### **2. Purpose**

The purpose of the Working Party is to assist the council in planning, organising, and coordinating a community event to be held in 2026. The Working Party will act in an advisory capacity only and shall make recommendations to the council for approval.

##### **3. Status**

- The Working Party is not a formal committee or sub-committee under the Local Government Act 1972.
- It has no delegated decision-making powers and cannot authorise expenditure or enter into contracts on behalf of the council.
- All decisions, financial commitments, and public communications in the council’s name must be approved by the council.

##### **4. Membership**

- Membership shall comprise councillors and local residents, as approved by the council.
- The Working Party shall normally be chaired by a councillor appointed by the council.
- Membership may be reviewed or amended by the council at any time.
- The Clerk may attend meetings in an advisory or administrative capacity if required, but attendance is not mandatory.

##### **5. Meetings**

- Meetings will be held on an informal basis as and when required.
- The Working Party is not subject to the Public Bodies (Admissions to Meetings) Act 1960; therefore, meetings are not required to be open to the public.
- Notes of meetings should be kept to record progress and any recommendations to be submitted to the council.
- The Working Party will report to the council on a regular basis and seek approval for any proposed expenditure or actions.

## **6. Conduct and Governance**

- Members of the Working Party shall operate in accordance with the council's Code of Conduct (for councillors) and with the principles of respect, equality, and transparency.
- Non-councillor members are expected to adhere to the same standards of behaviour.
- The council's insurance, safeguarding, and data protection policies apply to all activities undertaken on its behalf.

## **7. Duration**

The Working Party shall exist until the completion of the event and submission of a final report to the council, unless the council resolves otherwise.

End

## Appendix B

### **Clerk's Report – Emergency Committee: First Aid Kits**

Members have requested that the Council consider the provision of first aid kits for individual councillors to carry for use in the event of an emergency.

My professional advice is that the provision of personal first aid kits to councillors is not appropriate for a Town Council. The Council is not an emergency service and does not have a statutory role as a first responder. Issuing equipment for first aid use could reasonably be interpreted as the Council authorising or expecting councillors to undertake emergency response functions, which sits outside the Council's remit.

In addition, where the Council funds and provides first aid kits, this may create an implied expectation that councillors are equipped, authorised, and competent to administer first aid on behalf of the Council. This introduces potential governance, insurance, and liability risks for the Council, particularly if an intervention does not go as intended.

Emergency response activities such as first aid provision, fire response, or public order intervention are the responsibility of the emergency services and other statutory bodies. The role of the Town Council in emergency planning is limited to preparedness, communication, coordination, and community support, rather than direct intervention.

Councillors, like any members of the public, remain free to act in a personal capacity if they encounter an emergency and choose to assist. However, my advice relates specifically to whether the Council should formally equip councillors for emergency response, which I do not consider to be an appropriate function of the Town Council.

As an alternative, Members may wish to consider whether CPR and AED awareness training for councillors and staff would be appropriate. Such training can be viewed as general life-skills and community resilience training and does not require the provision of medical equipment or imply that the Council or its Members are acting as first responders.

Should Members wish to explore CPR and AED awareness training further, I recommend that this be considered as a separate agenda item. Subject to Member agreement, I can obtain indicative costs and bring a report to the March meeting for formal consideration and decision.

Members are therefore asked to consider the request in light of the Council's role, responsibilities, and remit.