



WINDERMERE & BOWNESS TOWN COUNCIL

Representing the interests of the communities of Windermere, Bowness and Troutbeck Bridge

Minutes of the Meeting of the Full Council. On 11th December 2024 at 7pm, Langstone House, Windermere

Minute No	
	<p>Present: Mayor Christine Hallatsch (Chair), Cllrs Jenny Borer, Christine Cook, Beverley Cullen, Marina Davis, Lisa Greasley, Caroline Kearney, Kendra Kennedy, Kay Kennedy Hardy, Peter Hamilton, Adrian Legge, Sandra Lilley, Fiona Poole, John Saunders Also: Sally Parkyn (Town Clerk), Westmorland & Furness (W&F) Councillors Andrew Jarvis and Steve Bavin and two members of the public.</p> <p>The meeting opened at 7pm</p>
131.	<p>Apologies and absence: Cllrs Peter Cook (prior commitment) W&FCllrs Dyan Jones (prior commitment), Steve Bavin and Will Clarke (illness)</p>
132.	<p>Full Council Minutes: The minutes of the Full Council Meeting held on 13th November 2024 were approved with the amendment to Item 129 b. to include the words “Responsible Financial Officer” before “job description”</p>
133.	<p>Planning Subcommittee Meeting Minutes: The minutes of the Planning Subcommittee held on 27th November 2024 were noted.</p>
134.	<p>Declarations of Interest: Cllr Saunders noted his membership of the Bowness Bowling Club. Cllrs Lilley and Kearney noted their membership of the Ladyholme Centre Committee.</p>
135.	<p>Requests for Dispensations: It was resolved that Cllr Saunders be allowed to answer questions on items regarding the Bowness Bowling Club but not to vote. It was resolved that Cllrs Lilley and Kearney be allowed to answer questions on items regarding the Ladyholme Centre Grant application but not to vote.</p>
136.	<p>Items to be taken in private session: It was agreed to discuss the agenda items on Staffing and Longlands, after the close of the meeting, due to the confidential content</p>
137.	<p>Public Input: A resident and business owner spoke regarding the Winter lights. They requested that the festoon lights be returned to the volunteer Winter lights group to see if they could be put up before Christmas. The Town Council were happy to agree to return the lights to the volunteers as they had purchased the lights originally. They would need to hear directly from the volunteer Winter Lights Group that that was what they wanted to happen to the lights. The Town Council noted what a great job the businesses had done in decorating their venues this year and extended an invitation to all interested parties to meet in January to make plans for Winter 2025.</p>
138.	<p>Mayor and Member Announcements including Advisory Group reports Cllr Greasley reported she had attended nine meetings and two site visits. One visit had been to Elleray Woods to view the damage caused by Storm Darragh. She reported that we had been very fortunate to get the fallen tree over the accessible track cleared on Monday. The Parks and Open Spaces groups had met to look at the initial plans and again to discuss the questionnaire.</p>

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	<p>She had also been part of the group of Councillors who had met the Bowness Bowling Club to hear their thoughts about the lease. She had also attended a Cumbria in Bloom event and met with a representative from the Bowness and Windermere Community Care Trust to discuss a knitting project as part of the VE day 80th Anniversary Commemoration.</p> <p><u>Cllr Kearney</u> along with the clerk and Cllrs Hamilton and Saunders had attended the Love Windermere meeting for local councils. The meeting had been a chance for Love Windermere to begin to raise awareness.</p> <p><u>Cllr Davies</u> had met with the Communications Advisory group to set up the Festive Window Facebook poll which had generated a lot of engagement but there were issues with making the poll last for the full time needed so two consecutive polls were being used.</p> <p><u>Cllr Borer</u> along with Cllrs Poole and Kennedy Hardy had attended the LDNPA meeting in Coniston which showed that the new CEO was committed to working with parish councils into the future.</p> <p><u>Cllr Hamilton</u> and several other Councillors had attended a meeting arranged by a local business owner regarding their hopes for the Winter lights and other events. Cllr Hamilton feels that relaunching Windermere Forward group would be a helpful way to facilitate the Council and Businesses working together constructively.</p> <p><u>Cllr Cullen</u> reported back from Liaison Group where a range of issues including the Royalty, ongoing bins issues, the Ferry and 5G had been discussed. The Town Council members had met together separately to plan a report for Westmorland and Furness Council on the projects that their support would be needed for.</p>
139.	<p>Westmorland & Furness Councillors' Reports:</p> <p><u>W&FCllr Steve Bavin</u> commended the Communications group for their Fix it Friday Facebook links to the W&F webpages for reporting issues such as potholes.</p> <p>The Glebe temporary road surface is due to be replaced between January and March. He is carrying out an Antisocial Behaviour walk with local police and will attend the 20mph meeting in January. He encourages everyone to respond to the Waste and Recycling consultation which closes on 20.12.24.</p> <p><u>Cllr Andrew Jarvis</u> had also attended the Love Windermere meeting. He noted the news on improved bus routes and that the road crews were out fixing potholes in the area.</p>
140.	<p>Clerk's Report:</p> <p><u>Clerk Training:</u> Clerk & Mayor completed survey into CALC training. Clerk has signed up for Procurement Training course on 21.1.25.</p> <p><u>Honour Board:</u> No updates</p> <p><u>Street Lighting:</u> Westmorland and Furness have confirmed Footway lighting charges will not be passed to Town and Parish Councils in the 2025-6 Financial Year but the policy will be reviewed.</p> <p><u>War Memorial Culvert:</u> No updates</p> <p><u>Updating Deeds and Langrigg Lease:</u> No updates</p> <p><u>Longlands Land:</u> This will be discussed in private session.</p> <p><u>Winter Lights:</u> There has been positive feedback about the Library tree.</p>

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Blachere have installed the lights on Bowness Promenade. There is damage to two of the tree wraps, one completely inoperable, one partially. These would need redoing at cost as it is no longer under guarantee. Two of the lamppost motifs are not illuminated. Highways maintain the power is working so Blachere will return to investigate.

Posters Advertising the Festive Window competition have been put up and publicised on Facebook and Website.

The Communications Group have organised a public choice window award via a Facebook poll. Langstone House/New council office: No developments

Finance: Confirmation about the operation of the precept in relation to second homes has been received giving more certainty and improving the budget forecast from our understanding at the Policy and Finance Meeting. If the Town Council sets a precept of £169584.84 this is the amount they will receive, while residents (who are not second home owners) will show a 0% increase in precept on their council tax bills; the band D amount remaining £34.67.

W&FC Liaison Group: Next Liaison group is 17.1.25. Send items for Agenda to Cllr Cullen.

Langrigge Play Area: Fly tipped sofa needs to be removed.

Roads: 20mph Zones: The Roads Advisory Group, Mayor and W&F Cllrs have been invited to a meeting at 1:30pm on 13.1.25.

Planning & Licensing: The LDNPA Enforcement and Tree Officers ran a very informative training session for the subcommittee prior to their last meeting.

The Head of Licensing will attend a briefing at 6pm on 22.1.25 with the Planning Subcommittee and any other councillors who wish to attend.

There was a Gateway Vision group meeting on 15.11.24, looking ahead to the next steps. Quarterly briefings have been pencilled in to continue in 2025. Dates will be circulated once confirmed.

CCTV: The clerk has put together a report based on the information from police and Bedroq which will be circulated prior to Policy & Finance to enable an informed decision to be made on whether to accept the quotation (no increase) for 2025. The decision will be finalised at December's Full Council but forms part of the budget discussions for Policy and Finance.

Public Conveniences:

Toilets income for November was £5957.50 (slightly up from £5763 in November 2024).

No blockages this month.

The Broad Street water meter is currently unreadable due to the manhole being full of water.

The Town Steward helped to pump out the water so the meter could be read. There seems to be a leak and it seems to be coming from a section of pipe we are responsible for. The clerk is trying to find a plumber who will come and quote.

The clerk carried out an inspection of all toilet blocks prior to the Healthmatic meeting and felt standards had generally improved. Any issues were documented for discussion at the review meeting.

On 6.12.24 the clerk met the Healthmatic CEO at the Glebe to carry out an inspection and discuss possible improvements. Later that day she held the Quarterly review meeting with the Head of Operations and service manager to discuss the impact of the changes they had made and

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	<p>area that still needed improvement. Healthmatic staff stated that the change to a 60p charge could be done quickly and easily. The only physical changes will be signage stickers to show the new price which they can order.</p> <p>There are some repairs outside the normal maintenance Healthmatic carry out which are needed. These will be circulated prior to the meeting when the final quote from Healthmatic has come in.</p> <p><u>Town Steward (TS):</u> The Town Steward has cleared the Glebe toilets roof of all debris. He has also cloud pruned the shrubs in Birthwaite Gardens. He has reported a fly tipped sofa at Langrigg which I am trying to get a reasonable quote to remove.</p> <p>At the allotments, the Town Steward has completed repairs to the shed roof, water gathering system and fence. Plot holders are very pleased. The plot holders have made good preparations for Winter.</p> <p><u>Elleray Woods:</u> The Town Steward has completed the repairs of the drystone walls reported by the National Trust. The clerk responded to a report of significant littering on the summit of Orrest Head. The LDNPA are carrying out work to the footpath and drainage that they are responsible for. The Town Steward is hoping to begin work on the section of boardwalk in the new compartment depending on whether there is storm damage to repair first.</p> <p>Storm Darragh brought down one large tree across the track which a tree surgeon removed promptly. The TS has removed smaller overhanging branches and the other trees have come down away from the tracks. There are nine drystone wall collapses caused by tree movement so those will be repaired as a priority.</p> <p><u>Emails and phone calls:</u> Notable correspondence: Lakes Parish have had a copyright issue with an image used on their website. Councillors are asked to ensure they have copyright for all images used on the website, reports or Facebook posts. Ideally use photos taken personally.</p> <ul style="list-style-type: none">• There have been several reports regarding a homeless person in the woods belonging to the Town Council and others. This has been referred to the homelessness team but not yet resolved.• Love Windermere have invited councillors and residents to an event at St Catherine's, Windermere on 9/12/24.• The LDNPA meeting with the CEO and Officers at Coniston Institute on 3rd December 2024 was useful.
141.	<p>Finance/Procedural:</p> <ol style="list-style-type: none">a. It was resolved to authorise payment of the invoices detailed on the Orders for Payment listing with the addition of a payment to Water Plus of £44.76 for Quarry Rigg toilets and £55.29 for Rayrigg Meadow toilets, also £29.90 to Lakes Parish for incorrect Nayax income allocation.b. The Town Council reviewed and authorised the budget monitoring statement and bank reconciliation.c. It was resolved to authorise following urgent repairs to the public toilets:

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	<p>Emergency Pull Chords - 4 x whole pull chord systems £30.17 + VAT each. 1 x Chord £4.63 + VAT, Nayax - £560 + VAT, The LED light on the door at Quarry rigg that has stopped working is a touch to lock/exit button. - £40.71 +VAT</p> <p>A decision about the replacement of the Broad Street men's paddlegate was deferred until the clerk next meeting when the clerk would bring a full report and recommendation. I the interim both toilets would be open for free.</p>
142.	<p>Recommendation from Policy & Finance Advisory Group from the 28th November 2024 Councillors accepted the notes of the meeting of the Advisory Group.</p> <p>Finance:</p> <ol style="list-style-type: none"><u>Budget for 2025-6:</u> It was resolved to accept 2025-6 Budget options in column 5 of the draft budget presented for both the general and toilets account provided that in future the Town Steward expenses and contract be separated so the expenses can be linked to the correct cost area.<u>Budget monitoring:</u> It was resolved to accept the options in column 3 of the general budget v6 document for the remainder of 2024-5.It was resolved to approve the appointment of Charlene Iredale as <u>internal auditor</u> for 2024-5 for £400.It was resolved to accept the proposed <u>Staff Costs</u> for 2025-6.<u>Precept for 2025-6:</u> It was resolved to request £173,824.46. This was based on an inflation linked increase of 2.5% and an increase in tax base due to the double council tax on second homes. <p>Grant Applications</p> <ol style="list-style-type: none">It was resolved that a £100 band grant be paid to the Burneside Brass band for their performance at Remembrance Day.It was resolved that a £100 band grant be paid to the Kendal Sea Cadets for their performance at Remembrance Day.The Food Bank grant request was withdrawn so no grant was awarded at this time.It was resolved that a grant of £250 towards the refurbishment of the Ladyholme toilets be made.The council gratefully noted the Mayor's offer and resolved that a grant of £500 from the Mayor's allowance be paid to the Town Twinning Group. <p>Toilets:</p> <ol style="list-style-type: none">It was resolved that the cost of the toilet visits be increased to 60p. Also that signage stating the new price and card only be prominently displayed.It was resolved that the Toilets budget be amended to include a budget item of £10k a year to be put into a Toilets Refurbishment reserve. <p>Longlands:</p>

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	<p>a. It was resolved that the lease be discussed during the closed section due to confidential content.</p> <p>b. It was resolved that a questionnaire be distributed to the residents of Bowness regarding the options for the redevelopment of Longlands. This will provide evidence for grant applications.</p> <p>c. It was resolved that Town Council will not begin applying for grant funding until the survey is complete.</p> <p>Remembrance:</p> <p>a. It was resolved that the Town Council take on the running of a Remembrance Day event for the Town. A budget line for the event be included to allow for potential future costs.</p> <p>b. It was resolved that in future years a wreath with the Town Council's badge in the middle be purchased.</p> <p>Liaison Group Request Report for W&FC:</p> <p>It was resolved that a report be prepared by Liaison group to share with all council members before sending to W&FC requesting funding to support Speed Indicator Devices, CCTV, Street Support Officers and the Cumulative Impact Assessment, Longlands redevelopment and the refurbishment of the Glebe Toilets.</p> <p>Christmas Lights:</p> <p>a. It was resolved that a report of the decisions made in 2024, Winter Lights assets the council owns and costs incurred be made by the Winter Lights group for the January meeting.</p> <p>b. It was resolved that a meeting open to the public and businesses be held in January regarding the future of Winter Lights in the Town and that an invitation be extended to the Winter Lights volunteer group thanking them for their previous service and inviting them to attend the meeting and share their experience.</p> <p>Staffing:</p> <p>It was resolved to defer until the January Full Council meeting consideration of the clerk's contract. The job descriptions for Clerk, Responsible financial officer and Facilities Officer will be circulated prior to the meeting.</p> <p>Any other Business:</p> <p>It was resolved that the clerk write to the police requesting the current 30mph speed limit in Bowness be more regularly enforced.</p>
143.	<p>Council Diary 2025</p> <p>It was resolved to agree the Town Council diary of meeting dates for 2025.</p>
144.	<p>Policy updates: It was resolved to approve the following policies:</p> <p>a) The updated Freedom of Information Policy and Publication Scheme.</p>

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	<p>b) The updated Privacy Statement. c) The Sponsorship Guidelines. d) The updated Disciplinary Policy. e) The updated Grievance Policy.</p>
	<p>The Chair concluded the business in public and moved into private session for discussion of the following items:</p>
145.	<p>Staffing: It was resolved to extend the recruitment period for the Responsible Financial Officer role until 13/1/24 and advertise on the Indeed website to increase exposure.</p>
146.	<p>Longlands:</p> <ul style="list-style-type: none">a) The group who had met with the Bowness Bowling Club representatives reported back on what the Club requested from the lease. This was discussed.b) The Parks and Open Spaces questionnaire would be circulated to the councillors for comment to allow due consideration of the contents.
	<p>Dates of Next Meetings: To note dates of forthcoming meetings as follows, starting at 7pm unless noted otherwise:</p> <ul style="list-style-type: none">• Wednesday 18th December: Planning Subcommittee Meeting (Langstone House)• Wednesday 8th January 2025: Full Council (Langstone House)
	<p>The Mayor concluded the business of Full Council at 9:45pm</p>

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