



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 7th February 2024 at 7pm, Langstone House, Windermere

Minute No	
	<p>Present: Windermere & Bowness Town Council (W&BTC) Cllrs Jenny Borer, Sandra Lilley, John Saunders, Kate Tripp, Fiona Poole, Kay Kennedy-Hardy, Kendra Kennedy, Christine Cook, Peter Cook, Caroline Kearney, Adrian Legge, Peter Hamilton, Marina Davis and Beverley Cullen. Also: Sally Parkyn (Town Clerk) and 2 members of the public. Also: Westmorland & Furness Council (W&FC) Steve Bavin and Andrew Jarvis. The meeting opened at 7pm</p>
162.	<p>Chairperson: Nomination for Chairperson for this meeting Cllr Sandra Lilley was proposed as chairperson by Cllr Kate Tripp and seconded by Cllr Caroline Kearney. This was agreed unanimously.</p>
163.	<p>Apologies and absence: Cllrs Lisa Greasley (holiday), Christine Hallatsch (compassionate leave). Facilities Officer (FO) Rebecca Pinder (family commitment) W&FC Cllr Will Clark (prior commitment) Kevin Heffernan and Jackie Cooper (absence)</p>
164.	<p>Full Council Minutes: The minutes of the Council meeting held on 18th January 2024 were unanimously approved for signature.</p>
165.	<p>Planning Subcommittee Meeting Minutes: The minutes of the Planning Subcommittee held on 24th January 2024 were noted.</p>
166.	<p>Declarations of Interest: Cllr Adrian Legge declared a nonpecuniary interest in the grant application item 175. F as he is a member of the Lakes Flying Company who are jointly helping stage the event.</p>
167.	<p>Requests for Dispensations: Cllr Adrian Legge requested dispensation to speak and answer questions about item 175. F if needed. This was unanimously granted.</p>
168.	<p>Items to be taken in private session: It was unanimously agreed to discuss the agenda items on the award of the contract to carry out electrical work to fit a defibrillator and upgrade the supply to Baddeley Clock in private session due to the confidential content.</p>
169.	<p>Public Input: NONE</p>
170.	<p>Member Updates: Cllr Adrian Legge, who also serves a chair of the Royal British Legion (RBL), reported that lack of volunteers was putting the future of the Windermere Branch at risk. They will not be organizing the Remembrance event in November. The RBL has determined that this is a civic function and would like the Town Council to take it on. The police have also stated they will</p>

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	<p>no longer be able to support with road closures. The issue of road closures is being investigated by W&FC Cllr Andrew Jarvis.</p> <p><u>Cllr Kate Tripp</u> attended the Lakes Line Rail user group stand at the Kendal model railway exhibition.</p> <p>She reported back from the productive liaison group meeting on 2.2.24 where topics such as Remembrance road closures, potholes and footpaths were discussed.</p> <p><u>Cllr Peter Cook</u> reported on the positive response to the statement on Water Quality put out on Facebook and the Website. Further details received from United Utilities have been added. These have also been shared with the neighboring parishes.</p> <p><u>Cllr John Saunders</u> reported that the recent Chamber of trade meeting had been cancelled due to illness.</p> <p><u>Cllr Christine Cook</u> reported that several Councillors had had a productive meeting with the operator of the Lancaster Ice Rink who was proposing to set up a similar Christmas event on the Glebe. It had been a chance to find more about his ideas and make suggestions. There has been a request that he keep the Town Council updated.</p> <p><u>Cllr Peter Hamilton</u> reported that he had been approached by a company wanting to make an ITV documentary about rats in Bowness and was concerned about the impact should it go ahead.</p>
171.	<p>Westmorland & Furness Councillor Announcements:</p> <p><u>W&FC Andrew Jarvis</u> noted the sad passing of Mary Wane who served as a Cumbria County Councillor for the area for around 20 years.</p> <p>He had attended the Windermere gateway meeting which will be holding a public consultation in March.</p> <p>He noted the good news that the upgrade to Millbeck playground is scheduled to begin on 15/3/24 and be complete by Easter. The work to School Knott playground will take place after Easter. Unfortunately, they were not successful in getting the grants for footpath improvement and will ask for clarification of the criteria for future applications. The Windermere Foodbank did get a £4000 grant.</p> <p><u>W&FC Cllr Steve Bavin</u> noted that rat traps were being put down on the Promenade but the key issue was the shops selling duck food. He will visit them to request the stop. They are hoping to encourage motorhomes to use Braithwaite Fold carpark and he is still working towards having a chemical toilet disposal point put there.</p> <p>He noted the Big Windermere Survey is still looking for volunteers for the survey on 18.2.24. W&FC are hiring for more traffic wardens.</p>
172.	<p>Clerk's Report</p> <p><u>Elections:</u> W&F website Town Councillor list is now up to date but the register of interest is out of date. The new councillors declaration of interest forms will be sent off. The notice of</p>

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vacancy occasioned by Cllr Leith Hallatsch's passing will be posted on Friday on website and notice boards.

Clerk Training: Clerk is working on assignments toward the CiLCA qualification.

Baddeley Clock: See Policy & Finance notes

War Memorial Culvert: The Clerk has begun working on the forms for the Environment Agency permit to carry out the work.

Longlands Land: See Policy and Finance notes.

Langstone House/New council office: This was raised at liaison group. The W&F Councillors are looking into progress with the tender process.

Finance: Clerk attended an end of year training webinar. The VAT reclaim work is underway.

Defibrillator: See Policy & Finance notes

W&FC Liaison Group: Next Liaison group date TBC. Send items for Agenda to Kate.

Langrigge Play Area: Lease now signed and sent to Windermere Endowed's Solicitor.

Parking: Clerk has tried a new contact to try to get the clarification about Rectory Fields car parking with the National Trust.

Planning & Licensing:
Developments with the Gateway Project. Public meeting on 5.3.23. Offer to meet Cllrs 6pm 28.2.24 prior to Planning Subcommittee (PSC) meeting, there is an option to view online from home for non-PSC members, please let Clerk know if you want that option.
There is a possibility of a Christmas ice skating rink applying to operate on the Glebe. The business owner met with several councillors on 6.2.24 to explain his idea and answer questions.

Facilities Officer (FO): The Town Council supported the Lakeland Orienteering club event at Rayrigg Meadow by opening the toilets to allow the mainly young participants to use the facilities. The event was a great success with over 100 children participating.

Public Toilets: January income up on previous year. Only one blocked drain in January. FO has liaised with Healthmatic to put in place an improved system for water meter reads.

Town Steward (TS): The steps of Langstone house are now fixed as is the wall we are responsible for at Quarry Rigg carpark. He has carried out further sign cleaning. The hole under the Langrigge springer which he previously filled in has now been refurbed.

Elleray Woods: The storms have necessitated a lot of work in Elleray Woods clearing drains, rebuilding walls and resurfacing footpaths. There has been a donation by the Bowness & Windermere Community Care Trust of a wildlife camera which has excited public and media interest. This will be put up in March nearer to the start of the nesting season. TS and Steve Hicks supported a medical emergency on 30.1.24. Due to the weather delays the opening of the new compartment has been put back until Easter.

Community Drop-in Evening: See Policy and Finance notes

CCTV: The clerk has circulated the responses from the Police and Bedroq. It will be sent to March's Policy and Finance meeting for discussion.

Lake District National Park Infrastructure Delivery Plan: this will be submitted with Longlands redevelopment, St Mary's Lane, the Sherrif Wood Footpath and the short section of path

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	<p>between Beemire and Longlands as local priorities. This does not mean the LDNPA will carry out the work. Emails and phone calls: Ongoing at 50 a day.</p>
173.	<p>Finance</p> <ul style="list-style-type: none">a) The payment of the invoices detailed on the Orders for Payment listing was unanimously agreed with the addition of Town steward £1440, CALC £90 and Information Commissioner £40.b) The the budget monitoring position for the first 10 months of the financial year was unanimously accepted.c) The request from the clerk to purchase 13th Edition of Arnold Baker on Local Council Administration: SLCC member price £137 + £4 postage was approved.
174.	<p>Policy & Finance Advisory Group Recommendations: Councillors noted the minutes of the meeting held on 28.1.24:</p> <p>Toilets:</p> <ul style="list-style-type: none">a. It was unanimously agreed that the Toilet reserves be kept above £25K.b. Also that reserves falling to £30K triggers the formation of a working party where measures such as increasing entry fees are considered and notifying Westmorland & Furness Council. <p>There was a request to determine if the interest on the toilet reserves should be ringfenced. This will be brought to Policy & Finance in March.</p> <p>Finance:</p> <ul style="list-style-type: none">c. Charlene Iredale was unanimously agreed to be appointed as the internal auditor for 2023-4 accounts at a cost of £400.d. It was unanimously agreed that Scribe software will be trialed for 2024-5 at a cost of £1139 (ex VAT) including £479 onboarding fee. <p>Grants:</p> <ul style="list-style-type: none">e. It was unanimously agreed that a grant for the North West Air Ambulance not be awarded in 2023-4 as a £500 grant to the Great North Air Ambulance has already been paid this financial year.f. A grant of £500 be paid to the Air Cadets towards the Aviation Activity Day was unanimously approved.g. After debate and an amendment to the original motion it was decided by a majority vote that the Grant Awarding Policy be updated to state: The Town Council awards grants, at its absolute discretion, to not-for-profit, charitable or volunteer organisations. This includes worthy causes which can demonstrate a clear need for financial support to achieve an objective which will substantially benefit the local residents of the Town. This includes providing a service, enhancing the quality of life, or the local environment. Grant applications will only be made to local organisations.

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- h. It was unanimously agreed to update the Band Grant application form to state: In order to bring vibrancy to the area the Town Council offer a grant to encourage musical performances on the Glebe or at Civic Events.
- Annual Review:**
- i. It was unanimously agreed that the financial regulations be accepted pending updating as soon as the new model financial regulations are published.
- j. The asset register and risk assessment approved unanimously.
- Facilities Officer Appraisal:**
- k. It was unanimously agreed that the Facilities Officer's pay increment be awarded following her appraisal backdated to 1.1.24.
- 20mph Zones**
- l. It was agreed that Westmorland and Furness Council be asked to consult on implementing 20mph zones in the areas marked on Map B from the 2023 consultation plus the additional street requested by respondents and councillors listed on the form. It was agreed to note on the form that this was a starting point which wider consultation with residents and professionals along with the advice of the W&FC ward Councillors should be consulted prior to a final decision about the extent of the 20mph zone be decided. This was decided by a vote of 16 Councillors in favour and none objecting or abstaining.
- m. It was agreed that the installation of Speed Indicator Devices be investigated and discussed at the March Policy and Finance meeting.
- Baddeley Clock:**
- n. It was unanimously agreed to accept the quotation from the Cumbria Clock Co of £2260 + VAT to electrify the clock mechanism.
- o. The decision about appointing an electrician will be decided in private session.
- Bus Shelter:**
- p. It was unanimously approved that the Town Steward be asked to replace the broken glass with polycarbonate.
- q. The clerk has spoken to the Insurance broker who have noted it and approved the change to polycarbonate as a safer material than glass.
- War Memorial Garden Contract Renewal:**
- r. The renewal quote for the War Memorial Garden to 2024 by Berry's garden services was unanimously approved.
- Elleray Woods Sculpture Trail:**
- s. The chamber of trade have funds of £464.83 from a previous sculpture project, which did not go ahead, that they would be willing to contribute to the Elleray Woods trail. The clerk has been asked to follow this up.
- t. It was approved unanimously that organisations such as the National Park, W&FC and the Friends of the Lake District Landscape Fund be approached to see if grant funding is available.

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	<p>u. It was unanimously agreed that until grant funding is received that the Town Council fund one large sculpture themselves to gauge public opinion and resilience to thieves and vandals.</p> <p>v. It was unanimously agreed to ask the three sculptors for a quotation for a single roe deer sculpture to be installed in a concrete base by the Town Steward.</p> <p><u>Community Drop in Evening:</u> These were taken as a single item and unanimously agreed.</p> <p>w. That a future event be held at the Ladyholme Centre.</p> <p>x. That consideration to holding it on a weekend be given.</p> <p>y. That it be held annually.</p> <p>z. That consideration be given to linking it to the annual parish meeting in 2025.</p> <p>aa. That attendance data gathering be a specific task given to a person with no other roles at the event.</p> <p><u>Longlands:</u></p> <p>bb. It was unanimously agreed that on the Deputy Mayor's return a larger community response on the redevelopment be sought including using a Facebook Poll so people could choose between alternatives.</p> <p><u>Langstone House:</u></p> <p>cc. No decision was needed at this time as Cllr Andrew Jarvis at Liaison Group agreed to report back about the progress of the tender process and Langstone House scheme.</p> <p><u>Community Asset Transfer:</u></p> <p>dd. No decision was needed at this time as Liaison group received a list of surplus assets in this area.</p> <p>ee. No decision we needed at this time as at Liaison group it had been established that the Library Building and Garden were not surplus assets.</p>
	<p>The Chair then closed the meeting in public at 8:48pm and convened in private session to discuss the following items:</p>
175	<p>Award of contract to carry out electrical work:</p> <ul style="list-style-type: none">• It was unanimously decided to award the contract to fit upgrade the electrical supply at Baddeley clock was awarded to GAL electrical.• It was unanimously agreed to delegate to the clerk the decision to award the contract to fit the defibrillator at Rayrigg Meadow on receipt of the final quotation to avoid delay.
	<p>Dates of Next Meetings: To note dates of forthcoming meetings as follows, starting at 7pm, unless otherwise shown: Wednesday 28th February 2024: Planning sub-committee: Langstone House Wednesday 13th March 2024: Full Council: Langstone House</p>

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