



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 9th October 2024 at 7pm, Langstone House, Windermere

Minute No	
	<p>Present: Mayor Christine Hallatsch (Chair), Cllrs Jenny Borer, Christine Cook, Jackie Cooper, Beverley Cullen, Kendra Kennedy, Kay Kennedy Hardy, Kevin Heffernan, Lisa Greasley, 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 one members of the public. The meeting opened at 7pm</p>
97.	<p>Apologies and absence: Cllrs Peter Cook & Caroline Kearney (representing council at event) W&FCllrs Dyan Jones & Will Clarke (prior commitment)</p>
98.	<p>Full Council Minutes: The minutes of the Full Council Meeting held on 11th September 2024 were unanimously approved with the amendments suggested by Cllr Cullen to Item 95 to delete the unnecessary words “to decide whether to” and to delete the final paragraph of Item 90 section 2 of the Facilities Officer’s report. Additionally, to state the amendments to the revised Complaints Policy section 1 to state “informally. Directly with you” and section 9 to read “publicly announced”.</p>
99.	<p>Planning Subcommittee Meeting Minutes: The minutes of the Planning Subcommittee held on 24th September 2024 were noted.</p>
100.	<p>Elleray Woods & Orrest head Advisory Group Notes: The minutes of the Planning Subcommittee held on 11th September 2024 were noted.</p>
100.	<p>Declarations of Interest: Cllr Saunders noted his membership of the Bowness Bowling Club</p>
101.	<p>Requests for Dispensations: It was unanimously resolved that Cllr Saunders be allowed to answer questions on items regarding the Bowness Bowling Club but not to vote.</p>
102.	<p>Items to be taken in private session: It was agreed to discussing the agenda item on Staffing, after the close of the meeting, due to the confidential content</p>
103.	<p>Public Input: Members of the public have the opportunity to make statements and ask questions of the Council (3mins is the maximum allowance). None</p>
104.	<p>Mayor and Member Announcements including Advisory Group reports <u>Mayor Hallatsch</u> reported that she had attended the successful opening of the Lakes School’s brilliant new gym. She also thanked all councillors for their support with the Windermere in Bloom Event. <u>Cllr Legge</u> had visited Kendal Sea Cadets to ensure their attendance with band for the Remembrance Day event. <u>Cllr Greasley</u> reported the Elleray Woods and Orrest Head Advisory Group meeting and site visit. She noted that the opening of the new compartment had generated very positive feedback. She thanked the Mayor for her hard work in organizing the Windermere in Bloom Award evening. She also noted that the Windermere Endowed School’s Foundation meeting has been postponed.</p>

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	<p><u>Cllr Saunders</u> reported that he had carried out further work on the new accounts system with the clerk. As Roads and Parking Advisory Group lead he had also attended a drop in event at Kendal Town Hall to meet with Highways officers.</p> <p><u>Cllr Cullen</u> reported the Liaison Group meeting had covered a range of topics including the creation of the Barrow Solar Farm and the start of works for the Grizebeck by-pass. Issues were raised about the emptying of bins relating to holiday lets using domestic council bins and bin storage problems relating to specific commercial premises located in Bowness. It was agreed that the Street Support Officers Scheme had been a success. The damaged railings adjacent to the Beck at Upper Oak Street is a longstanding issue that was highlighted as an action for W & FC. W&FC could not take any action about the pavement outside the Cow Shed on Crescent Road which had been patched with tarmac, as the contractor had 6 months to restore the pavement to its original condition. The Royalty Cinema reopening was delayed due to issues with the building.</p> <p>Cllr Cullen also noted the results of the Lakes Line Rail User Group survey and the clerk agreed to circulate to all councillors.</p> <p><u>Cllr Lilley</u>, as the Chair of the Ladyholme Centre, has offered the use of their notice board to advertise events.</p> <p><u>Cllr Hamilton</u> Noted that the Friends of the Lake District had offered to do a short talk about their work before the start of a meeting. He also reported that he had been supporting a resident with a planning enforcement issue.</p> <p><u>Cllr Kennedy Hardy</u> noted the poor state of Crescent Road. W&F Cllr Jarvis responded that it was on a list of aspirational projects for future consideration.</p>
105.	<p>Westmorland & Furness Councillors' Reports:</p> <p><u>W&F Cllr Bavin</u> noted that the 20mph consultation responses needed to be in by 18/10/24. Also that the reopening of the Royalty Cinema had been delayed due to necessary building work but a tenant has been found to run it as a cinema.</p> <p>Money has been urgently invested in improving bin collection. He has also been in discussion with businesses around the Bowness Commercial Bins.</p> <p>The Himalayan Balsam volunteers are now not needed until March.</p> <p>There is a grant available for businesses to be used towards purchase of Defibrillators.</p> <p>If A boards are blocking the pavement or highway or have been chained up the best response is to log on the W&FC Portal as they have targeted response times.</p> <p>There have been some concerns around misleading full-fibre broadband salespeople in the area. Cllr Bavin has offered to post an explanation on the Facebook Page.</p> <p>A question was asked about the damaged pedestrian refuges on the A591.</p> <p><u>W&F Cllr Jarvis</u> had attended the opening of the Lakes Comic Arts Festival in Bowness. He had been invited to meet with the Queen's Park for All group to discuss redeveloping the skate park. Cllr Greasley requested the Parks and Open Spaces group be invited but W&F Cllr Jarvis explained that the meeting was set up by the Queen's Park Group so she would need to contact them.</p>

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	<p>He is following up on when the work is taking place on St Mary's Lane. Work with Homes England on Funding for the gateway project is still ongoing. In addition he has attended the Grizebeck By-pass sod cutting, Solar Farm opening and the Economic Forum.</p>
106.	<p>Clerk's Report: <u>Clerk Training:</u> Clerk attended online Procurement and Tendering training. <u>Honour Board:</u> No update to report. <u>War Memorial Culvert:</u> Clerk is following up with Officer from Westmorland & Furness Council (W&FC) to find out what work was undertaken as they should have completed the work on their section of the culvert. <u>Baddeley Clock and War Memorial cleaning:</u> An initial quote of £2635+VAT to clean the clock tower has been obtained and recommended method (Thermatec) established. The clock mechanism service will be due March 25 and cost £195+VAT which will use the remaining budget. If councillors wish for the work to go ahead then they will need to inform the clerk to include in the draft budget. <u>Remembrance Day:</u> The wreath has been ordered and key organisations have confirmed attendance. The road closure is with Westmorland & Furness Council for processing. The clerk is contacting Sunbelt Rentals to check that everything is on track for the road closure. <u>Updating Deeds and Langrigge Lease:</u> No updates <u>Longlands Land:</u> The Land Registry have corrected the error in altering the title deeds and apologised for the confusion. W&FC have been informed that it is resolved. Sutcliffe Play (18.10.24 10:30am) and Wicksteed Playgrounds (10.10.24 11:30am) are meeting with the advisory group to produce plans. After which the group needs to meet to look at the designs and decide on next steps which may include grant applications. <u>Langstone House/New council office:</u> No updates, although the heating is now working. <u>Finance:</u> The clerk is waiting to set up the new bank account when the staffing situation is resolved. <u>Insurance:</u> the clerk is chasing up but there have been no developments on the Broad Street Wall excess. The insurers report it can take up to two years to resolve so the clerk will remove from the list and check again in October 2025. <u>W&FC Liaison Group:</u> Next Liaison group is 22.11.24. Send Agenda items to Cllr Cullen. <u>Langrigge Play Area:</u> Hedge cutting has been carried out by the Town Stewards. <u>Roads: 20mph Zones:</u> The Bowness 20pmh zone consultation drop in event is in Ambleside on Thursday 10th October. <u>Planning & Licensing:</u> The report from the Steet Support Officers Trial has been circulated to stakeholders, Councillors and Westmorland and Furness Council. There will be a Gateway Briefing before the November Full Council meeting at 5:30pm 13.11.24. <u>Facilities Officer (FO):</u> The facilities officer wrapped up ongoing projects and handed over to the clerk. Healthmatic are trying hard to work through the snagging list and have replaced the Rayrigg Road hand basin.</p>

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	<p>The clerk has arranged to investigate the Broad Street water meter with the Town Steward as it is waterlogged so Healthmatic staff can't read the meter.</p> <p>The clerk inspected the toilets prior to the meeting and felt the standard of cleaning had generally improved.</p> <p>There has been one Enviroguard call out needed to unblock Broad Street Men's Toilets.</p> <p>Toilets income for September was £14507 (up from £13832 in September 2023).</p> <p><u>Town Steward (TS):</u> The planters are getting an autumn tidy up. Winter pansies will be used to brighten up the new planters until spring planting. The allotment lawn has been mowed and the TS has come up with a plan to cheaply sort the issues with the shed roof, gutters and overhanging tree which he will fit into his existing hours.</p> <p><u>Elleray Woods:</u> The opening of the Wildlife Sculpture Trail was a great success. The notes from the site visit have been circulated. The Town Steward is obtaining a quote for the additional tree work required.</p> <p><u>Winter Lights:</u> Christmas Plus have been appointed to replace the anchor points and install the existing festoon lights on Crescent Road only. The anchor point work will take place on Sunday 6th October. Notes explaining this were delivered to the addresses on Crescent Road by Advisory Group members. Christmas Plus will install new lights on the library tree and if possible tree wrap the Ellerthwaite Square Birch. It was noted that there had been power to illuminate that tree previously. The clerk will investigate. Blachere will put the Bowness promenade lights up as usual. The Winter Lights Advisory Group will distribute a letter to businesses explaining the situation and suggesting they make an extra effort to light their premises this year and that planning for next year will begin in early 2025.</p> <p><u>Emails and phone calls:</u> Notable correspondence</p> <ul style="list-style-type: none">• Cllrs Peter Cook and Kearney have been invited to attend the Ambleside Action For a Future Water Quality Presentation to speak about the testing that the group has been carrying out this year on 9.10.24.• W&FC are auditing the Declarations of Interest. Councillors needing to make changes will be notified by the clerk and must return the forms to W&FC within 28 days.• CALC AGM is on 12.10.24 Mayor and Clerk are attending.• 15th October - W&FC Cabinet meeting will be held at Marchesi, open to councillors and public. Clerk has confirmed the attendance of the councillors who wish to attend.• LDNPA have invited Councillors to another meeting with the CEO and Officers at Coniston Institute on 3/12/24 4-7pm. Please RSVP by 25/11/24.• Invitations have been received to an event put on by the Lakeland Housing Trust at the Lakes Parish Centre 18/10/24 at 6:30pm also the opening of the new Citizens' Advice office in Kendal 11am-3pm 22/10/24.
107.	<p>Finance/Procedural:</p> <p>a) The Council unanimously resolved to authorise payment of the invoices detailed on the Orders for Payment listing with the addition of payments to Water Plus for Quarry Rigg Toilets: £55.29, Rayrigg Meadow Toilets £97.41, Broad Street Toilets</p>

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	<p>£104.43, Christmas Plus £1365.00 and to reimburse the clerk for the purchase of the Remembrance wreath £24.49</p> <p>b) The Town Council unanimously approved the budget monitoring statement.</p>
108.	<p>Policy updates: It was unanimously resolved to:</p> <p>a) To combine the Grievance and Disciplinary Policy as they are currently duplicated.</p> <p>b) To postpone the review Grievance and Disciplinary policy until the November Policy and Finance meeting where a more up to date version can be considered.</p>
109.	<p>Cumulative Impact Assessment and Street Support Officers Trial Project:</p> <p>a. The report from the Street Support Officers Trial Project was received which will be published on the website.</p> <p>b. It was resolved that the Planning Subcommittee write to Westmorland and Furness Council with the additional information from 2024 and formally ask that the original request for a Cumulative Impact Assessment be reviewed</p>
110.	<p>Recommendation from Policy & Finance Advisory Group from the 19th September 2024</p> <p>Councillors resolved to accept the notes of the meeting of the Advisory Group and made resolutions on the following recommendations:</p> <p>a) Finances: It was resolved that</p> <p>i. That Councillors must submit costed proposals for the 2025-6 budget to the clerk by the end of October 2024.</p> <p>ii. Advisory groups need to meet to look at their plans and current budget to determine the amount requested in the 2025-6 budget and submit the request to the clerk by the end of October.</p> <p>iii. That a decision about whether the council renew the Scribe subscription for 2025-6 be made in February.</p> <p>b) Allotments: It was resolved that that the updated Allotment Holder's Agreement to come back to Policy & Finance in January to be approved in time to go out with the invoices in April 25.</p> <p>c) Christmas Lights: It was resolved that the Leader of the Winter Lights advisory group be delegated authority to agree the best lighting deal in the time available with either or both companies, provided it can be carried out within the previously agreed budget of £16650 keeping the full council informed via the Clerk.</p> <p>d) Remembrance: It was formally resolved that the Town Council take over the running of the Remembrance Parade for 2024.</p> <p>e) War Memorial: It was resolved that the new quote from Steve Hicks for the handrails be approved if under £500. It will come out of the budget if sufficient funds remaining.</p> <p>f) Elleray Woods: It was resolved that</p>

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	<p>i. That a vote of thanks to the Town Steward and the Elleray Woods and Orrest Head Advisory Group (EW&OHAG) be minuted for their efforts the new Wildlife Sculpture Trail.</p> <p>ii. That the EW&OHAG be authorised to spend up to their budget of £5000.</p> <p>iii. That EW&OHAG bring any needed items of expenditure that exceed the budget back to Full Council.</p> <p>g) <u>Facilities Officer Replacement:</u> It was resolved that the recommendations are to be taken from the additional Policy and Finance meeting on 24.9.24 in private session as it involves confidential matters.</p> <p>h) <u>20mph, Speed indicator devices and welcome signs:</u> It was resolved that Cllr Saunders carry out research and report to Council on Speed Indicator Devices.</p> <p>i) <u>Langstone House:</u> It was resolved that the council hold a private premeeting before Full Council in December to clarify their request regarding a replacement for Langstone House Council Chamber.</p> <p>j) <u>Possible Vote of No Confidence in LDNPA:</u> It was resolved that a vote of no confidence in the LDNPA not be pursued at the current time.</p> <p>k) <u>Consultations:</u> It was resolved that</p> <p>i. That the Town Council waits to respond once the draft boundaries for the new Westmorland and Furness wards are proposed in 2025.</p> <p>ii. That Councillors who wish to respond at this time can do so as individuals.</p> <p>l) <u>Any other business:</u> It was resolved that the Town Council give their support to the idea of putting a heritage sea plane exhibition at the Jetty Museum.</p>
	<p>The Chair concluded the business in public and moved into private session for discussion of the following item:</p>
111.	<p><u>Staffing:</u> It was resolved</p> <p>1. That a permanent staffing advisory group be set up to handle staffing matters comprising of Cllrs C Cook, Cullen and Greasley in consultation with the Mayor.</p> <p>2. That two temporary advisory groups be set up to advise on the staffing requirements to carry out other aspects of the Council's business</p> <p>a) Finance Role Advisory Group comprising Cllrs Saunders & Kennedy.</p> <p>b) Toilets/Facilities Staffing Advisory Group comprising Cllrs Kearney, Saunders and Greasley.</p>
	<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 23rd October: Planning Subcommittee Meeting (Langstone House)• Wednesday 13th November 2024: Full Council (Langstone House)
	<p>The Mayor concluded the business of Full Council at 9:12pm</p>

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