



WINDERMERE & BOWNESS TOWN COUNCIL

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

Minutes of the Meeting of the Annual Meeting (AGM) On 8th May 2024 at 7pm, Langstone House, Windermere

Minute No	
	<p>Present: Mayor Christine Hallatsch (in the chair for items 214 & 215), Jenny Borer, Peter Cook, Christine Cook, Beverley Cullen, Caroline Kearney, Kendra Kennedy, Kay Kennedy Hardy, Lisa Greasley, Peter Hamilton, Sandra Lilley, Fiona Poole Also: Sally Parkyn (Town Clerk), Westmorland & Furness (W&F) Councillors Steve Bavin, Andrew Jarvis and Dyan Jones and one members of the public. The meeting opened at 7pm</p>
214.	<p>Apologies and absence: Cllrs Adrian Legge (prior commitments), Marina Davis and John Saunders (health) Facilities Officer Beccy Pinder and W&F Cllr Will Clark (prior commitment) The clerk announced the resignation of Kate Tripp.</p>
215.	<p>Election of Town Mayor: Cllr Christine Hallatsch, was proposed by Cllr Peter Hamilton and seconded by Cllr Beverley Cullen. She was duly elected unanimously. She and the Clerk signed the Acceptance of Office. The rest of the meeting was chaired by Cllr Christine Hallatsch.</p>
1.	<p>Election of Deputy Mayor: Cllr Sandra Lilley was elected as Deputy Mayor was by secret ballot and with 7 votes compared to 5 votes for Cllr Lisa Greasley.</p>
2.	<p>Public Input: Members of the public have the opportunity to make statements and ask questions of the Council (3mins is the maximum allowance). The leader of Bowness and Windermere Fair Trade Group spoke explaining that it was 20 years since the local group was founded and in 2025 with the support of the Town Council had achieved the respected Fair Trade Town Status. They have continued to work with local schools, churches and businesses to promote Fair Trade with a particular focus on Fair Trade Fortnight each year. They have submitted a grant application and request for a resolution of support from the Town Council before their anniversary event in September.</p>
3.	<p>Item to be discussed in private session: It was agreed that the following item should be discussed in private session at the end of the meeting due to the personal or confidential content of the report: the Longlands Lease with the Bowness Bowling Club.</p>
4.	<p>Proposal that Car Parking advisory group be renamed Roads and Parking Advisory Group. It was unanimously resolved to change the name of the advisory group to include roads.</p>
5.	<p>Representation on organisations and committees: It was resolved to make the following appointments: Internal Groups: a. Planning sub-committee i. Members: Jenny Borer, Christine Cook, Marina Davis, Adrian Legge, Sandra Lilley</p>

Signed as a true and accurate record:



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- ii. Appointment of Chair of Planning Sub-committee: Christine Cook
- b. Policy & Finance Advisory Group: Jenny Borer, Beverley Cullen, Marina Davis, Lisa Greasley, Christine Hallatsch, Kevin Heffernan, Kendra Kennedy, Sandra Lilley, Fiona Poole, John Saunders.
- c. Bank Signatories
 - i. Cumberland Building Society: Jenny Borer, Lisa Greasley, Christine Hallatsch, Sally Parkyn
 - ii. HSBC: Jenny Borer, Lisa Greasley, Christine Hallatsch, Kevin Heffernan
 - iii. Unity Trust Bank: Beverley Cullen, Christine Hallatsch, Kevin Heffernan, Caroline Kearney
- d. Communications Advisory Group: Marina Davis, Caroline Kearney, Kendra Kennedy, Sandra, Lilley.
- e. Parks & Open Spaces and Longlands Advisory Group: Kendra Kennedy, Kay Kennedy Hardy, Lisa Greasley, Christine Hallatsch, Fiona Poole.
- f. Orrest Head & Elleray Woods Advisory Group: Lisa Greasley, Kendra Kennedy, Kay Kennedy Hardy, Adrian Legge
- g. Windermere Lake Water Quality Advisory Group: Jenny Borer. Christine Cook. Peter Cook. Peter Hamilton. Caroline Kearney.
- h. Westmorland & Furness Liaison Group: Jenny Borer, Beverley Cullen, Marina Davis, Sandra Lilley, John Saunders.
- i. Windermere in Bloom Project Group: Beverley Cullen, Lisa Greasley, Christine Hallatsch, Caroline Kearney, Fiona Poole
- j. Roads and Parking Advisory Group: Jenny Borer, Kay Kennedy Hardy, Lisa Greasley, John Saunders.
- k. Langstone House Advisory Group: Jenny Borer, Marina Davis, Caroline Kearney, Kendra Kennedy, Sandra Lilley, Fiona Poole, John Saunders,
External Representation
- l. Lake Administration Committee: Jenny Borer, Peter Hamilton, Adrian Legge, Caroline Kearney, Kevin Heffernan, (Sandra Lilley - reserve)
- m. Ferry Advisory Group: Adrian Legge
- n. Cumbria Association of Local Councils: Christine Hallatsch
- o. Community Rail Partnership & Lakes Line User Group: Sandra Lilley
- p. Windermere Youth Project: Caroline Kearney
- q. Bowness and Windermere Chamber of Trade: Peter Hamilton
- r. Windermere Endowed Schools (start of three-year term) Lisa Greasley, Christine Hallatsch, Caroline Kearney
- s. St Mary's Surgery Patient Group: Kevin Heffernan
- t. Cumbria Health on Call: Sandra Lilley
- u. 597 Bus Group: Sandra Lilley, Lisa Greasley
- v. Town Twinning: Christine Hallatsch, Jenny Borer

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	w. Windermere Gateway: Mayor Christine Hallatsch, Deputy Mayor Sandra Lilley, Chair of Planning Sun Committee Christine Cook
6.	<p>Full Council Minutes:</p> <p>The minutes of the Annual Parish Meeting and Full Council Meeting held on 17th April 2024 were accepted as a true and accurate record with the following amendments: location to be reorded as Marchesi and item 205 to include: <u>Cllrs Christine Hallatsch and Beverley Cullen</u>: reported that residents on Crescent Road had been disturbed by the noise from the 24 hour Save Windermere protest as motorists hooted in support. Cllr Hamilton offered to contact Save Windermere campaign about this issue.</p> <p>Cllr Cullen further noted that she had been approached by retailers and residents about a skip and scaffolding associated with building work on the southern corner of Crescent Road and Cross Street. The skip had been removed. There were concerns that the scaffolding posed a health and safety risk. W & F Cllr Jarvis offered to investigate this matter.</p>
7.	<p>Planning sub-committee Minutes:</p> <p>The minutes of the sub-committee meeting held on 24th April 2024 were noted.</p>
8.	<p>Declarations of Interest: NONE</p>
9.	<p>Requests for Dispensations: NONE</p>
10.	<p>Mayor & Member Updates:</p> <p><u>Cllr Caroline Kearney</u>: noted that the Communication Advisory Group had met and were planning to hold the 2024 community drop in evening at the Ladyholme Centre on an evening in September.</p> <p>Additionally, that the results from the first month of water testing were now available.</p> <p><u>Cllr Peter Hamilton</u>: reported that after speaking to Save Windermere regarding noise on Crescent Road he had received a response and asked that the Clerk circulate the letter to Councillors.</p> <p><u>Cllr Lisa Greasley</u>: noted that there had been a very good turn out of public and Councillors for the Windermere Gateway Community Event. She also noted that the chainsaw sculptures had been ordered and hoped to be completed by the end of May. Cllr Greasley had met with a representative from the Bowness and Windermere Community Care Trust about possibly holding an event linked to the new compartment in Elleray Woods involving local school children.</p> <p><u>Cllr Jenny Borer</u>: reported that The Town Twinning Group had held it's AGM. While both here and Diessen were suffering from a lack of younger members joining, they would continue for one more year to see if progress could be made. The Blasse Gruppe band from Diessen were planning to come and perform over here in 2025.</p>
11.	<p>Westmorland & Furness (W&F) Councillors' reports:</p> <p><u>W&F Cllr Steve Bavin</u>: noted that Bowness was in the first group of locations to move to the next stage of the 20mph scheme process.</p> <p>He reported that Grey Water disposal for motorhomes is now available at Braithwaite Fold car park. This is a trial since Easter to see if it reduces the blockages at the public toilets there and increases responsible disposal of waste.</p>

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	<p>The servicing and testing of the Mallard Ferry were going well and were on track to be complete on schedule.</p> <p>Cllr Bavin noted the issues around roadworks on Crag brow and other local roads. He finished by reminding Councillors of the Windermere Science Festival being held this weekend.</p> <p><u>W&F Cllr Andrew Jarvis:</u> explained that while Bowness was in the first group of 20mph schemes to move forward, Windermere Town was more complicated but will be considered in a subsequent group. He also noted that lots of decisions had been made by the W&FC Cabinet on a wide range of issues including elements such as social decision making which will enable decisions to be made on other aspects that just price.</p> <p><u>W&F Cllr Dyan Jones:</u> Reported that lots of work in the background with ICT over the last year and she hoped that more of W&FC's work would be more visible this year. She notes that she and W&FCllr Jarvis had visited Goodley Dale School to hand out certificates linked to the Lakes Comic Arts Festival poster competition. Dyan asked Councillors to contact her if they were interested in helping to set up a repair café in Windermere.</p>
12.	<p>Advisory Group Reports:</p> <p><u>Windermere Lake Water Quality Advisory Group Lead Cllr Peter Cook:</u> reported that he had finally been invited to attend a board meeting to represent the Parishes around the Lakes and would be joining online from his holiday next week. He thanked Cllr Kearney and her husband for their work sampling and testing the five sites on mill beck on a weekly basis.</p>
13.	<p>Clerk's Report:</p> <p>a. This was received by Councillors:</p> <p><u>Clerk Training:</u> Clerk has continued focusing on the online training modules for the Scribe Accounting Software to help set it up effectively.</p> <p><u>D_Day 80th Anniversary Event:</u> Thursday 6 June 2024 Orrest Head Summit. Public and Councillors invited to gather at 9pm for brief speech followed by Beacon lighting at 9:15pm. Request for volunteers to wear hi-vis and act as fire marshals. A risk assessment has been undertaken.</p> <p><u>Honour Board:</u> Clerk has been asked to update the board. The previous Clerk had found a signwriter to update the whole thing (in recent years there has been a range of font sizes and styles) when it was taken down to move to out of Langstone House. As there is still no date for that, and four mayoral terms need adding, vinyl lettering will be used.</p> <p><u>War Memorial:</u> No culvert developments to report. The cleaning of the inscriptions will be carried out completed by the D-Day anniversary by Berry's Garden services who maintain the grounds there</p> <p><u>Longlands Land:</u> Seventeen months after being sent off, W&BTC are now registered as the Trustees with the land registry. The Trust document is held at Thomas Hayton Winkley where other Council papers are held.</p> <p>Response from the lawyer has been received and will be discussed in the closed section of the meeting due to confidential content.</p> <p><u>Langstone House/New council office:</u> No developments to report.</p>

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Finance: New Scribe software looking good with helpful backroom support. More information will be brought to Policy and Finance meeting.

W&FC Liaison Group: Next Liaison group date 24.5.24. Send items for Agenda to clerk until new lead chosen.

Langrigge Play Area: Thomas Hayton Winkley solicitors have offered to update all our holdings with the Land Registry for £100+VAT including the new Langrigge lease. This will be discussed at Policy and Finance.

Japanese knotweed has been identified by Town Steward and reported to Continental Landscapes for treatment.

Roads: 20mph Zones: Bowness has been selected by W&FC as one of the first locations to move onto the next stage of the process this year. Letters from W&FC will be circulated and the Roads and Parking Group and Ward Councillors will be invited to join the initial online meeting.

Speed Indicator Devices: Clerk has chased W&FC for a response to request for policy.

Planning & Licensing: The stakeholder meeting between police, Bar Watch, the Town Council and Tactical Security, who will supply the marshalls, on 26.4.24. was very useful. Cllr C Cook, M Davis and the clerk represented the Town Council. The name has been changed to Street Support Officers and the first weekend started 3.5.24. Due to poor weather it had been fairly quiet with police only being called to one incident over the three evenings.

Facilities Officer (FO): Winter Lights group are putting together a list of their costs to keep the lights running in the absence of the parade. If the Town Council are able to fund those costs the small group of volunteers could carry on. The Clerk has asked for this to be done as soon as possible and will hopefully be ready in time for Policy & Finance.

Allotments: After an unusually high turnover, all allotments have tenants and the waiting list has been expanded via a post on Facebook. 50% have now paid and remainder will receive reminders via a phone call shortly.

Public Toilets: report by Facilities Officer

Toilets income for April 2024 was £9,538. £5,179 less than April 2023. This is the first drop in toilets entry income in more than 12 months. Drop most likely due to the very wet and windy conditions for April 2024.

Healthmatic visited Broad Street toilets on 1st May to assess men's toilet block for alternative contactless access methods with view to quoting for paddlegate replacement. Independent electrician also coincidentally visited the block at 8am on 1st May and has sent photos to Intec the paddlegate manufacturer to see if there is any chance of repair.

Town Steward has offered to fit a metal security door at the Glebe. He and the Clerk will measure up and complete the purchase together to ensure the correct door is chosen.

Town Steward (TS): Bench at the War Memorial has been repaired where a joint had rotted and failed, however they are coming to the end of their lifespan and will need replacing in the next few years. The summer planting is continuing and the tulips this year have been widely appreciated.

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	<p>Elleray Woods: The first photos from the wildlife camera will be downloaded later in May. The steps to lead up to the break in the wall in the new compartment have been framed out and now need top dressing with bark. Handrails and will be added where required. Still on course to open the new track in June provided emergencies don't take up TS's time.</p> <p>Emails and phone calls: Notable correspondence</p> <ul style="list-style-type: none">• For the Lakes Hospitality Association's 50th Anniversary they are looking at the possibility of commissioning a Bronze statue of Beatrix Potter, Ruskin, William Wordsworth, Wainwright or the like and positioning them in poses around Windermere and Bowness. Initial thoughts are Beatrix Potter sat on the bench opposite Brown Sugar at the top of the village. Perhaps Wainwright at the top of Orrest Head. They would commission this artist: https://www.lancasterguardian.co.uk/news/people/lancaster-sculptors-john-ruskin-and-beatrix-potter-statues-arrive-at-new-home-in-lakes-4241371 Clerk has responded suggesting the permissions that would be needed from various organisations. Cllrs suggested the group may wish to contact the Beatrix Potter society who had proposed a similar statue previously.• Police - Bowness Welfare hub: This will be modelled on a successful project in Carlisle. The purpose of the Hub is to offer a safe space for members of the public within the night time economy, which they can access to obtain advice or signposting to relevant services. It is intended to link in with the Violence Against Women and Girls (VAWG) work and address concerns regarding spiking etc. The Hub will consist of a gazebo stocked with resources, staffed by volunteers. They will be supported by Police and this would link in with the Street Support Officers and provide them with a safe location to take vulnerable individuals they may encounter. Probable location in front of Tourist information on Glebe Road but will need access to outdoor power and toilets. The clerk has advised that the police ask Better Leisure about the use of the electricity supply on the tennis courts and that when the plans are clearer Council may be able to support with access to the Glebe toilets. <p>b. It was unanimously resolved to authorise the Clerk, if on reviewing the Street Support Officers scheme it is felt advisable, to contact other organisations and businesses, such as the National Trust, about contributing to the Street Support Officers Scheme to enable it to cover a larger area and additional times.</p>
14.	<p>Finance/Procedural: Invoice payments</p> <p>a) Council approved those items included on the Orders for Payment list which had been circulated with the agenda and in addition approved the following: Tactical Security Options Ltd Street Support Officers (from W&F Grant) £1,290.00, Axent Workwear (refund clerk) 8x printed high vis vests £55.81, Latham's (refund clerk) Security Door & delivery for Glebe men's £533.38, Envrioguard 3x toilet unblocking £720. Town</p>

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	<p>steward pay and expenses £1666.21, Waterplus Broad Street £ 104.43 , Pinfold £ 48.27, Rayrigg Meadow £93.90.</p> <p>b) General Power of Competence: The Council cannot declare that it duly met the requirements of the General Power of Competence for the civic year 2023-24: fewer than two thirds of councillors have been elected rather than co-opted or appointed (11 out of 20 councillors), the clerk is not yet CiLCA qualified. The council's expenditure incurred in 2023-24 under s.137 of the Local Government Act 1972 was £20.</p>
15.	<p>Year End Accounts for financial year 2023-24: Postponed until Full Council 12.6.24 as still with the internal auditor. Therefore, the Accounts will be made available for public inspection during the statutory period of 10rd June to 19th July 2023.</p>
16.	<p>Code of Conduct: Council resolved to reaffirm commitment to adhere to the adopted code of conduct.</p>
17.	<p>Standing Orders: Council reviewed and resolved to adopt the previously adopted standing orders.</p>
18.	<p>Policies: Council reviewed and resolved to adopt the previously adopted policies on</p> <ul style="list-style-type: none">a) Complaintsb) Freedom of Information and Publication Schemec) Data Protectiond) Employment policies and procedures - equalities, grievance, health and safety, disciplinary, training & development
19.	<p>Dates of Next Meetings: The following dates were noted. All meetings will commence at 7pm: Wednesday 22nd May 2023: Planning sub-committee (Langstone House) Thursday 23rd May 2024: Policy & Finance Advisory Group (Langstone House) Thursday 6th June 2024: D-Day 80th Anniversary Commemoration & Beacon (Orrest Head Summit) 9pm (lighting 9:15pm) Wednesday 12th June 2023: Full Council (Langstone House)</p>
	<p>The Mayor concluded business in public at 8:15pm and moved to private session for the following agenda item:</p>
15.	<p>Longlands Lease with Bowness Bowling Club: Councillors resolved to instruct the lawyer to draw up a lease on the terms (recommended by P&F 21.3.24 Minute reference 12) with the addition of "the tenants are responsible for maintaining the boundaries of the land they lease," and serve notice on the bowling club.</p>
	<p>The Mayor concluded the business of Full Council at 8:47pm</p>

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