



WINDERMERE & BOWNESS TOWN COUNCIL

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

Notes of the Policy & Finance Advisory Group Meeting held at Langstone House on 29th June 2023 at 7pm

Minute No:	
1.	<p>Attendance, Apologies & Absence: <u>Advisory Group attendance.</u> Deputy Mayor Lisa Greasley (chair), Mayor Leith Hallatsch, Cllrs Christine Hallatsch, John Saunders and Marina Davis Other Town Councillor attendance: Peter Hamilton, Peter Cook, Christine Cook Also Sally Parkyn (Town Clerk), Beccy Pinder (Facilities Officer) Apologies: Jenny Borer, Kate Tripp (holiday)</p>
2.	<p>Minutes of the meeting held on 27th April 2023: These were agreed with amendments clarifying the decisions were recommendations.</p>
3.	<p>Toilets update by Facilities Officer Overall, footfall has been up this year so taking care up though there have been more repairs and maintenance costs particularly drain unblocking. Broad Street: The ladies was operated as unisex after checking with insurance company. Healthmatic have done a great job cleaning up so it the men's can reopen. Police are investigating. Facilities officer will get a quote for repainting in the Autumn. Rayrigg Road: Power currently out so closed. Electricity North West are responsible for fixing at no cost to us as a network fault. Rayrigg Meadow: Timed access has been installed. There has been an issue with people using stones to hold the doors open to avoid paying. Bowness Bay: Men's door has now been replaced and has two locks to hopefully deter vandalism. General: The joiner has cut the new architraves. NPower VAT and Direct Debit forms have been sent off with the new account numbers. Beccy has given Healthmatic the water meters coordinates so we can start getting regular readings. The Town Clerk and Facilities Officer carried out a joint inspection 12/6/23 updating the snagging list. Healthmatic Meeting 27.6.23: Main points -cleaning and locking up are better but communication still needs improvement. Urgent actions - disabled alarms and grab rails need fixing immediately at Braithwaite Fold and Quarry Rigg.</p> <p><u>Recommendations to Full Council (12th July 2023):</u></p> <ul style="list-style-type: none">• Facilities officer to get a quote for repainting Broad Street Men's in the Autumn.• Facilities Officer to investigate if an open door alarm would work at Rayrigg Meadow.• Facilities Officer to develop brief signs explaining how toilets are funded.
4.	<p>Terms of Reference: Terms of reference which have been developed for several advisory groups were recommended for approval without change:</p>



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	<ul style="list-style-type: none">• Westmorland & Furness Council Liaison Advisory Group,• Elleray Woods & Orrest Head Advisory• Communication Advisory Group. <p>The Parks & Open Spaces Advisory Group were recommended for approval with the change to 5. a) ...public displays to, include: all Town Council Planters and public displays in Ellerthwaite Square, Jubilee Garden and Natwest Junction and Town Council managed public parks at Langrigge and Longlands.</p> <p><u>Recommendations to Full Council (12th July 2023):</u> That the following Terms of Reference be adopted:</p> <ul style="list-style-type: none">• Westmorland & Furness Council Liaison Advisory Group,• Elleray Woods & Orrest Head Advisory• Communication Advisory Group.• Parks and Open Spaces Advisory Group (revised wording)
5.	<p><u>Policy & Finance (P&F) reorganization</u></p> <p>There was a full discussion of the role of the Policy & Finance advisory and how it could operate more effectively. It was recommended that the Terms of Reference be drafted based on the options agreed. Additionally, that a short Good Practice Guide be drafted to ensure Councillors understand how to use the meetings effectively.</p> <p>Options recommended are:</p> <ul style="list-style-type: none">• Meetings remain private but the notes are published.• There should be a core of members including Mayor, deputy Mayor and five volunteers.• That the meeting be open to all Councillors for full participation and Councillors are encouraged to attend if there is an item they are interested in.• Councillors can choose whether to put any item to P&F or directly to Full Council depending on what is felt to be most useful.• P&F will retain the tasks of making recommendations about Finance, HR, Grant Applications, operational policy reviews.• The recommendations of P&F can be discussed and changed at Full Council if required.• That other advisory groups report directly to Full Council and there is no requirement for Advisory Group chairs to attend P&F unless they wish to.• The any other business item be retained. <p><u>Recommendations to Full Council (12th July 2023):</u></p>



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	<ul style="list-style-type: none"> • That the clerk draft a new terms of reference for the Policy & Finance Advisory Group based on the P&F notes. • That the advisory groups report directly to Full Council in future giving a brief verbal or written report. • That the notes of the Policy and Finance advisory group be published on the Council website. • That a good practice guide be created to help Councillors use the Policy & Advisory group effectively.
6.	<p><u>Finances:</u> The revised layout of the monthly budget monitoring was felt to make the situation it clearer. The end of plusnet business broadband in the Autumn was noted. There was a discussion about renewing Zoom.</p> <p><u>Recommendations to Full Council (12th July 2023):</u></p> <ul style="list-style-type: none"> • The clerk get quotes for a new broadband provider in the Autumn in case there is a date for the move to the new building. • That Zoom not be renewed unless a change in circumstances makes it necessary.
7.	<p><u>Grant applications</u> An application for a grant of £100 has been received from the Kendal Concert band, for a performance at the Glebe Bandstand on 16.7.23 This was approved for recommendation to full council.</p> <p><u>Recommendations to Full Council (12th July 2023):</u></p> <ul style="list-style-type: none"> • That a grant of £100 be awarded to the Kendal Concert Band after their performance.
8.	<p>Langstone House Still with LDNPA planners</p>
9.	<p>Longlands: The advisory group has met and agreed on action to get signs made advising parking for the use of persons using the Longlands Recreation Area also including 2 disabled places Write Bowness Bowling Club informing them that the parking spaces must be opened up.</p> <p><u>Recommendations to Full Council (12th July 2023):</u></p> <ul style="list-style-type: none"> • That quotations be obtained for the signs.



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	<ul style="list-style-type: none">That the Town Council led by Parks and Open Spaces with support from the Communication Group begin a consultation on developing Longlands in September.
10.	<p>Advisory Group Reports: Elleray Woods & Orrest Head: Cllr Lisa Greasley reported that: she will be attending a meeting about the proposed installation of a donation box on Orrest Head 13.7.23. There is a sponsored walk supported by Bendrigg Trust on 8.8.23</p> <p>Parks & Open Spaces: Cllr Lisa Greasley reported that: Cumbria in Bloom judging would take place in the first two weeks of July. Also, that the two unsafe seats and the Phoenix Centre had been dealt with. There had been a lot of interest in the Council litter pickers but some of the 1st aid kit contents needed replacing. There had been a request to have the lavender and tall ficus removed from the Nat West island and it was agreed that that would be carried out urgently.</p> <p>Communications: Cllr Marina Davis reported that the two new members were broadening the group's knowledge base. Membership of the Facebook group continued to grow and engagement in the posts was generally positive. There was a request to make it possible to post without prior approval by admins.</p> <p>Westmorland & Furness Council Liaison Advisory Group: Cllr Peter Cook noted that he planned to stand down as the leader of the group once Kate Tripp was able to take on the leadership. It was noted that the next meeting for members was 7.7.23.</p> <p>Note: Windermere Lake Water Quality advisory group has not yet had first meeting planned for 5.7.23.</p> <p>Recommendations to Full Council (12th July 2023):</p> <ul style="list-style-type: none">That Town Council approve a decision to allow members of the Windermere & Bowness Town Council Facebook group to post without administrator permission.
11.	<p>Community Ownership Fund Cllr John Saunders wished to make all Councillors aware that the Town Council is now eligible to apply for funding through this.</p> <p>Recommendations to Full Council (12th July 2023):</p> <ul style="list-style-type: none">All councillors are aware and mindful of possible projects.
12.	<p>Pavement Safety Cllr Peter Hamilton explained about his concerns regarding pavement safety in Bowness and the history of the Council's involvement in this issue. It was felt that a written report with evidence would be helpful and it was suggested that it be sent to Peter Thornton at</p>



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	<p>Westmorland & Furness Council. It was requested that Town Council ask that surfaces are repaired like for like with the existing materials.</p> <p><u>Recommendations to Full Council (12th July 2023):</u></p> <ul style="list-style-type: none">• That W&BTC and W&FC councillors be invited to participate in pavement safety site visits in Bowness and/or Windermere and make a photographic record of findings.
13.	<p>Any Other Business NONE</p>
14.	<p>Date of Next Meeting: Thursday 31st August 2023.</p>