

BOWNESS & WINDERMERE COMMUNITY CARE TRUST

Minutes of the Joint Meeting of the Public Toilets Sub Committee and Windermere Town Council Policy & Finance Advisory Group representatives
12th September 2016 at 2pm at St Mary's Church, Windermere

Minute No	
1.	<p>Present: Bill Smith (BWCCT), Brendan Drury (BWCCT), Penny Henderson (Resident), Mike Pollard (BWCCT), Cllr Lisa Greasley (Deputy Mayor WTC), Cllr John Saunders (WTC), Cllr Jenny Borer (WTC), Cllr Allan Winrow (WTC), Julie Wright (Administrator & Clerk to WTC). Apologies: Cllr Adrian Legge. The meeting opened at 2.00 pm</p>
2.	<p>Minutes of the last meeting, held on 6 June 2016 The minutes were accepted. The only action outstanding not on the meeting agenda was Baddeley Clock gardens. The Clerk confirmed that she would be meeting the Parks & Open Spaces officer from SLDC that afternoon and would raise the issues of mud prevention and litter. The tree which is growing out of the toilets building will be referred to the Windermere Town Steward for action.</p>
3.	<p>Financial Update: Budget Monitoring 1 April to 31 August 2016: Income from pay on entry is under budget by £4k (£47.1k compared to a target of £51.3k). This is due to a number of factors, including the poor start to the season and the malfunctioning of Bowness Bay gents for nearly 1 week. A contract payment has been received from SLDC for £10k, which was unplanned. This has assisted the net income position. Expenditure is largely on target, with one large over-spend on water bills. This is due to a much larger than usual bill for Bowness Bay. The Clerk will investigate. This leaves a net position for the first 5 months of £4k better than expected. A year end surplus of £3k is currently projected. Members of the committee noted this information. Financial Position without Bowness Bay lease: The Clerk had been asked to model the financial situation for the remaining 6 toilet facilities if the Bowness Bay lease is not renewed in March 2017. It does show that it would not be feasible to run all 6 facilities and the only way to continue would be to hand back most facilities to SLDC. Members of the committee noted this information and the Clerk agreed to re-remind SLDC of the urgent need to progress the lease renewal.</p>
4.	<p>Quarry Rigg - Capital Project: Update: Bill Smith updated members. A contractor has been appointed (Holden's Ltd - a family company with a good range of experienced operatives). Work on site will start on 12th October and continue until mid December. When open the toilets use price will be increased to 40p. The contract total price has been agreed at just over £64,000. It has been re-engineered slightly, with a view to reducing the financial burden. However, the cost of the doors and coin mechanisms will be higher than expected, which, when finalised, will result in the contract price remaining around this level or higher. On top of the contract fee, there are the fees of the site supervisor and professional advisers who have been utilized for price scheduling, asbestos survey etc. The end</p>

Signed as a true and accurate record:

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	<p>budget has not yet been finalised, but will be close to £70,000.</p> <p>Windermere Town Councillors asked a number of questions, which focused on the scope to reduce the contract payment, the use of 75% of the Toilets project reserves, the future financial position, the project's longevity, future options about pricing, costs and throughput. The security of the Town Council's contract payment was discussed and it was agreed that a paper would be put to the Town Council by the Clerk at the time of budget setting, to fully brief all Members on the future financial position and the importance of the continuation of Town Council support. It was made clear that, without the contract payment from the Town Council, the toilets project could not continue and all facilities would need to be handed back to SLDC.</p> <p>It was made clear by BS that the rather convoluted arrangements that now existed in relation to the head leases being held by Town Council, with sub leases issued to BWCCT, was not the operating model that had originally been proposed by BWCCT that would have assisted longer-term sustainability without Council input. Unfortunately SLDC had not been prepared to consider the benefit of community asset transfer directly to BWCCT which would have potentially provided more opportunity for routes to additional finance outside of the public purse.</p>
5.	<p>Maintenance Update</p> <p>Roof Work: This has been completed by Gary Hancox at Broad Street, Bowness Bay and Rayrigg Meadow and the invoice received, well within the quotation of £750.</p> <p>Redecoration: This is no further along, but the Cleaning company have offered to undertake additional work, during the Quarry Rigg closure period. It was agreed that they are asked, as a minimum, to decorate the Bowness Bay toilets and, if possible, to do Broad Street.</p> <p>Contract re-tendering: It was agreed that this should be done over Autumn and Winter and that the Clerk will work with Mike Pollard and Brendan Drury to make this happen.</p>
6.	<p>Bowness Bay Lease Renewal:</p> <p>The Clerk updated members on the discussions with David Sykes at SLDC. They were very positive and, at this point, there is no reason why the Town Council should not be offered another lease, potentially longer than previously. SLDC were to progress lease renewal with NPS during the Autumn, but NPS are to be replaced with a new company, which could stall matters. It was agreed that the Clerk should remind SLDC of the need to progress this urgently.</p>
7.	<p>Cleaning Update</p> <p>Cleaning standards continue to be good and there have been few complaints. It was agreed that the contract will be re-tendered this Autumn and Winter. The contacts will be Adrian Legge and Penny Henderson and the Clerk will work with them.</p>
8.	<p>Any Other business:</p> <p>The Clerk reminded BWCCT of the need to make arrangements for coinage banking</p>

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	once HSBC closes. The latest news is that HSBC will not be taking coin after 30 September. Bill Smith agreed to follow this up urgently.
9.	Next meeting: This should take place in December. Mike Pollard to contact the Clerk once a date for the BWCCT board meeting has been set.

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