



WINDERMERE & BOWNESS TOWN COUNCIL

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

You are summoned to attend the **Annual Meeting** of Windermere & Bowness Town Council to be held on Wednesday 8th May 2024 at Langstone House, Broad Street, Windermere at 7pm

Sally Parkyn

Mrs Sally Parkyn Town Clerk

2nd May 2024

1. **Apologies and absence:** To receive apologies and note absence.
2. **Election of Town Mayor:** To elect the Town Mayor of the Council for the forthcoming year and receive the new Town Mayor's Declaration of Acceptance of Office.
The current mayor will relinquish office and the remainder of the meeting will be chaired by the new mayor.
3. **Election of Deputy Mayor:** To elect the Deputy Mayor of the Council.
4. **Public Input:** Members of the public have the opportunity to make statements and ask questions of the Council (3mins is the maximum allowance).
5. **Item to be discussed in private session:** Councillors will be asked to take the following items in private session at the end of the meeting, due to the confidential nature: Longlands.
6. **Proposal that Car Parking advisory group be renamed Roads and Parking Advisory Group.**
7. **Representatives on organisations and committees:** To appoint Town Council representatives:

Internal Groups:

- a) Planning sub-committee
 - i. Members
 - ii. Appointment of Chair of Planning Sub-committee
- b) Policy & Finance Advisory Group
- c) Bank Signatories
 - i. Cumberland Building Society
 - ii. HSBC
 - iii. Unity Trust Bank
- d) Communications Advisory Group
- e) Parks & Open Spaces and Longlands Advisory Group
- f) Orrest Head & Elleray Woods Advisory Group
- g) Windermere Lake Water Quality Advisory Group
- h) Westmorland & Furness Liaison Group
- i) Windermere in Bloom Project Group
- j) Car Parking Project Group (Roads and Parking Advisory Group if item 5 resolved)
- k) Langstone House Advisory Group

External Representation

- l) Lake Administration Committee
- m) Ferry Advisory Group
- n) Cumbria Association of Local Councils
- o) Community Rail Partnership & Lakes Line User Group
- p) Windermere Youth Project
- q) Bowness and Windermere Chamber of Trade
- r) Windermere Endowed Schools (start of three year term)
- s) St Mary's Surgery Patient Group
- t) Cumbria Health on Call
- u) 597 Bus Group
- v) Town Twinning

Town Clerk,

Langstone House, Broad Street, Windermere, LA23 2AB, phone 07476967581 or email clerk@windermere-tc.gov.uk

- w) Windermere Gateway
8. **Minutes:** To authorise the Mayor to sign the minutes of the Annual Parish Meeting and Full Council Meetings held on 17th April 2024.
9. **Planning Minutes:** Town Council will be asked to receive the minutes of the Planning sub-committee held on 24th April 2024.
10. **Declarations of Interest:** To receive declarations by Members of interests in respect of items on this agenda. (Councillors will also be reminded that they need to check and update, if necessary, their declaration of interest forms which are on the website).
11. **Requests for Dispensations:** To consider any requests received for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
- INFORMATION**
12. **Mayor and Member Announcements:** To receive announcements by the Mayor and other council members.
13. **Westmorland & Furness Councillors' Reports:** To receive updates from Westmorland & Furness Council Members.
14. **Advisory Group Reports:** To receive updates from the leads of advisory groups.
15. **Clerk's Report:**
- To receive the Clerk's Report, note items of correspondence and progress with work-plan.
 - To authorise the Clerk, if on reviewing the 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.

FINANCE/PROCEDURAL

16. **Invoice Payments:**
- To authorise payment of the invoices detailed on the Orders for Payment listing.
 - To review the council's expenditure incurred in 2023-24 under s.137 of the Local Government Act 1972 or the general power of competence.
17. **Year End Accounts for financial year 2023-24:** If returned by Internal Auditor. The Town Council will be asked to review and authorise the following statements:
- Internal Audit report 2023-24
 - Annual Governance Statement 2023-24
 - Accounting Statements 2023-24
- The Accounts will be made available for public inspection during the statutory period of 3rd June to 12th July 2023.
18. **Code of Conduct:** To reaffirm commitment to adhere to the adopted code of conduct.
19. **Standing Orders:** To review and adopt the previously adopted standing orders.
20. **Policies:** To review and adopt the previously adopted policies on
- Complaints
 - Freedom of Information and Publication Scheme
 - Data Protection
 - Employment policies and procedures - equalities, grievance, health and safety, disciplinary, training & development
21. **Dates of Next Meetings:**
- To note dates of forthcoming meetings as follows, starting 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)

The Mayor will conclude the public session of the meeting and the following item will be discussed in private:

22. **Longlands:** Councillors will be asked to agree actions on the lease (recommended by P&F (Minute reference 12)).

Town Clerk,

Langstone House, Broad Street, Windermere, LA23 2AB, phone 07476967581 or email clerk@windermere-tc.gov.uk