



# 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 17<sup>th</sup> April 2024 at 7pm, Marchesi Centre, Windermere

Minute No	
	<p><b>Present:</b> Windermere &amp; Bowness Town Council (W&amp;BTC) Mayor Christine Hallatsch, Cllrs Lisa Greasley, Jenny Borer, Sandra Lilley, Adrian Legge, John Saunders, Kate Tripp, Kay Kennedy-Hardy, Kendra Kennedy, Christine Cook, Peter Cook, Caroline Kearney, Peter Hamilton, Marina Davis, Fiona Poole, Kevin Heffernan and Beverley Cullen. Also: Sally Parkyn (Town Clerk) and two members of the public. Also: Westmorland &amp; Furness Council (W&amp;FC) Dyan Jones, Will Clark and Andrew Jarvis. The meeting opened at 7pm</p>
197.	<p><b>Apologies and absence:</b> Cllrs Kevin Heffernan &amp; Jackie Cooper, and Facilities Officer Beccy Pinder (illness) W&amp;FC Cllr Steve Bavin (prior commitment)</p>
198.	<p><b>Full Council Minutes:</b> The minutes of the Council meeting held on 13<sup>th</sup> March 2024 were unanimously approved for signature.</p>
199.	<p><b>Planning Subcommittee Meeting Minutes:</b> The minutes of the Planning Subcommittee held on 27<sup>th</sup> March 2024 were noted.</p>
200.	<p><b>Elleray Woods and Orrest Head Advisory Group Notes:</b> The notes of the Orrest Head and Elleray Woods Advisory Group meeting held on 27<sup>nd</sup> March 2024 were noted.</p>
201.	<p><b>Declarations of Interest:</b> Cllr Sandra Lilley declared a non-pecuniary interest as a member of the Lakes Christian centre which owns the Mission Café in relation to the grant application. Cllr John Saunders declared a non-pecuniary interest in item regarding Longlands as a member of the Bowness Bowling Club</p>
202.	<p><b>Requests for Dispensations:</b> Cllr Lilley requested to speak and answer question on the grant application. Cllr Saunders requested to speak and answer question on the Longlands item.</p>
203.	<p>Items to be taken in private session: It was unanimously agreed to discuss the agenda items on Longlands and the Gateway Project after the close of the meeting, due to the confidential content.</p>
204.	<p><b>Public Input:</b> NONE</p>
205.	<p><b>Member Updates:</b> <u>Cllr Peter Hamilton:</u> had been approached by a resident regarding a police matter. He had met with the founder of Save Windermere to discuss water quality. Cllr Hamilton also noted that the Royal Windermere Yacht Club were responding to the outcome of the Lake Admin Committee meeting. He noted his own concerns regarding the W&amp;FC legal advice around his participation in that meeting. He thanked the Planning Subcommittee for their work particularly regarding a recent licensing application. <u>Cllr Kate Tripp:</u> Had recommended that the Lakes Line Community Rail Partnership be linked to the Gateway project as their input into station area development would be relevant. She also informed the Council that Windermere Lake Cruises will now be calling at Hill of Oaks.</p>

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	<p>On 29&amp;30<sup>th</sup> March she joined Lakes Line Rail User Group (LLRUG) travelling on the train to hand out bus timetables.</p> <p><u>Cllr John Saunders</u>: had attended a Chamber of Trade meeting which will change formats and cease holding regular in person meeting of members.</p> <p><u>Cllr Christine Cook</u>: noted that an application to vary a premises licence to which the Planning Subcommittee submitted a response would be heard by the W&amp;FC Licensing Subcommittee on Monday 22.4.24 at which Adrian Legge will represent the Council.</p> <p><u>Cllrs Christine Hallatsch and Beverley Cullen</u>: reported that residents had been disturbed by the noise from the 24 hour Save Windermere protest.</p> <p><u>Cllr Kendra Kennedy</u>: had attended the online Community Power evening organized by W&amp;FC. She noted issues with the W&amp;FC website meaning she was unable to find the contact details for W&amp;FC Officers and was advised to go via the Clerk or W&amp;FC Councillors.</p>
206.	<b>Advisory Group Reports: NONE</b>
207.	<p><b>Westmorland &amp; Furness Councillor Announcements:</b></p> <p><u>W&amp;FCllr Dyan Jones</u>: reported that work was ongoing to merge the legacy IT systems, continued recruitment of officers. Also changes to waste management were expected in the next few years as the district systems merge and new legislation comes into effect.</p> <p><u>W&amp;FCllr Will Clark</u>: Potholes were discussed, and the use of the online reporting system recommended but to follow up with W&amp;FC Councillors if they are not fixed. He reported that a conflict of interest meant that he was unable to attend the Licensing Subcommittee meeting. Additionally, that work on mooring fees is still ongoing.</p> <p><u>W&amp;FCllr Andrew Jarvis</u>: reported that he and Cllr Jones would be attending Goodley Dale School to present art prizes. He also noted that the Chief Executive of W&amp;FC is coming to tour the Town which will enable local issues to be highlighted.</p>
208.	<p><b>Clerk's Report</b></p> <p><u>Clerk Training</u>: Clerk has been doing some online training modules for the new Scribe Accounting Software. CiLCA assignments paused due to year end and new financial year workload.</p> <p><u>Baddeley Clock</u>: Electric mechanism now installed and running perfectly.</p> <p><u>War Memorial Culvert</u>: No developments to report.</p> <p><u>Longlands Land</u>: Clerk has written for legal advise on remaining questions and terms for lease unfortunately due to workload pressures this was sent later than planned so no updates.</p> <p><u>Langstone House/New council office</u>: No developments to report</p> <p><u>Finance</u>: Audit forms received and account preparation for internal auditor nearly complete</p> <p><u>W&amp;FC Liaison Group</u>: Next Liaison group date 24.5.24. Send items for Agenda to Kate.</p> <p><u>Langrigge Play Area</u>: Lease now signed completed. Need to update all addresses with land if we move out of Langstone House so waiting for update to see if it will happen soon so we don't have to update twice.</p> <p><u>20mph Zones</u>: No developments to report. However, a request has been made to Peter Thornton, Highway Cabinet member at W&amp;F, to help get clarity on requirements for Speed Indicator Devices.</p>

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Planning & Licensing: The trial of putting all individual applications on Facebook with commenting turned off seems to be working well.  
The response to the Gateway Project has been drafted for amendment or approval by full Council.

Cumulative Impact Assessment (CIA) Update from Sean Hall (W&F Officer) received: *In response to the evidence submitted by Windermere and Bowness Town Council last year, we have sought to both monitor reports of anti-social behaviour in the Bowness area, and also consider a range of options which may be suitable in effectively controlling the area for the longer term. In the first instance, we have supported the Town Council's successful funding request to deploy safety marshals over busy weekends. This will be aimed at safeguarding the public and intervening in any incidents of anti-social behaviour at an early stage. This will help us understand better if marshals are a longer term measure which needs to be provided for the area and/or if additional controls on public areas or licensed premises need to be implemented. We will continue to work with all partner agencies, businesses, and the public, to ensure that both the day and night time economy of Bowness is welcoming and safe.* He adds: *I will be in touch soon to elaborate on our plans over the next 6 - 12 months.*

The street marshalls grant application has been agreed and is just awaiting the Mayor's signature to be paid. The grant is £1000 less than requested and Gill Holmes (W&F Officer) who worked on the application advised that the committee had wanted there to be some contribution from the Town Council. Further funding from W&FC was very unlikely to be forthcoming.

The clerk is arranging a stakeholder meeting between police, bar watch, the Town Council and Tactical Security, who will supply the marshalls, for 26.4.24. Cllr C Cook, M Davis and the Clerk have offered to represent the Town Council.

Facilities Officer (FO): Winter Lights group has been contacted about plans for next winter. Clerk to follow up.

Allotments: The new invoices have been sent out and begun to be paid. There has been an unusually high turnover with 5 coming up for rent (one- twice) and the waiting list is now exhausted so will use Facebook to try to find potential allotment holders.

Public Toilets: written report from Facilities Officer (FO)  
March income of £9K up £2k from 2023.  
Broad Street men's toilet re-opened over Easter with no issues.  
Positive meeting with Healthmatic MD Martin Fearon and new Operations Manager Enton Gill on 22<sup>nd</sup> March. Outstanding issues discussed and set as actions with mutually agreed timeframes.  
As agreed at previous Full Council FO has purchased CCTV in operation signs for Glebe to deter vandals.

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	<p>The Glebe men's door is not a standard size making fitting a security door more complicated. The two contractors approached about installing a security door have declined due to work pressures. FO will keep trying.</p> <p>On Tuesday, FO received the third quote for the additional door and replacement sinks for the Glebe ladies which will be put in a report for decision at the next meeting.</p> <p><u>Town Steward (TS):</u> Spring work on the planters is continuing. The King's Portrait has been hung in the council chamber. Langstone House steps now (hopefully) completely fixed.</p> <p><u>Elleray Woods:</u> Site visit and advisory group meeting on 27<sup>th</sup> March went well and handover from Marian (LDNPA Ranger who is leaving) is almost complete. A spare donation box has been located subject the Lake District Foundation agreeing it is suitable.</p> <p>The donated wildlife camera has been fixed overlooking a nest box hopefully to produce some interesting pictures when downloaded.</p> <p><u>Emails and phone calls:</u> Ongoing at 50 a day.</p>
209.	<p><b>Special Motion to vary Standing Orders Section 15 b. XV:</b> Resolved to change wording to read: <i>"refer a planning or licensing application received by the Council to the Planning Subcommittee (PSC), which meets every month. If the deadline set by the Planning or Licensing Authority is prior to the next meeting, the Clerk shall seek an extension from the Planning Authority (Licensing dates are fixed). If an extension of time for a date after the next ordinary meeting of the Planning Subcommittee cannot be agreed by the local planning authority, the Proper Officer shall consult with the Chair of the PSC to prepare a proposed response to be circulated and considered by PSC members by a specified date provided the application is straightforward and non-contentious. If the Proper Officer considers that there is a consensus from PSC members the agreed response shall be provided to the local planning or licensing authority. If the application is deemed to be contentious or complex then the clerk will consult with the chair of PSC to facilitate an extraordinary meeting."</i></p> <p>Proposed: Cllr Jenny Borer, Seconded Cllr Kate Tripp</p>
210.	<p><b>Finance</b></p> <p>a) It was unanimously resolved to accept the payment of the invoices detailed on the Orders for Payment listing with the amendment to the Blachere Winter Lights payment being £1104.56 for the lighting hire purchase cost only at this time.</p> <p>Proposed: Cllr Peter Hamilton, Seconded: Cllr Marina Davis</p>
211.	<p><b>Policy &amp; Finance Advisory Group held on 21<sup>st</sup> March 2024</b></p> <p>Councillors accepted the minutes of the meeting of the Advisory Group and resolved to approve the following recommendations:</p> <p><u>Finances:</u></p> <p>a. To retain the Cumberland Building Society Account with the Clerk to become a signatory, John Saunders and Leith Hallatsch to be removed, Jenny Borer and Lisa Greasley to be retained and additional signatory to be sought.</p> <p>b. The Cumberland Account to be increased to £85K.</p>

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- c. Clerk to open a Unity Trust Online current and savings account to which there will be four signatories. Most regular payments to be set up as standing orders. The clerk to be authorized to make payments up to £1000 and larger payments or movement from savings account to require two signatories. Cllr Cullen has offered to be an online signatory, three more online signatories are needed.
- d. The clerk to find an additional savings account with necessary security features and good interest rates from a further financial organisation to ensure all reserves covered by Financial Services Compensation scheme.
- e. To appoint one Cumberland Building Society signatory and four online signatories.

### Grant Applications:

- a. It was resolved to award a grant of £500 to the St Martin & St Mary Primary School PTA trim trail equipment.
- b. It was resolved to refuse the grant to the Mission café as the tables are part of its business costs as a limited company.  
Proposed: Cllr Lisa Greasley, Seconded Cllr John Saunders

### Plaque:

To fund the purchase of a memorial plaque to Leith to be sited on a bench at Baddeley Clock with wording to be approved by Christine Hallatsch based on “In memory of Mayor Leith Hallatsch. In grateful thanks for his many years of service to this community.”

### Public Participation in Meetings:

That any member of the public is welcome to speak on any matter relevant to the business of Town Council generally but that the Chair should ensure that the three minute time limit and 15 minutes in total was respected except in exceptional circumstances (Standing Orders 3.(f) & (g)).

### Elleray Woods Sculpture Trail:

That the Clerk have delegated power to spend up to £2500 on sculptures for the new compartment as chosen by the Elleray Woods and Orrest Head Advisory group.

### CCTV:

- a) To continue the contract for 2024-5 with Bedroq enabling a police monitored CCTV system in our Towns with a 13<sup>th</sup> month free as part of this year’s contract.
- b) To ensure the contract allows us to move to Wi-Fi to with reduced costs to each month’s contract as soon as possible once suitable business owners are found to host.
- c) To ensure the police provide usage updates at least annually.

### Speed Indicator Devices (SIDs)

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	<p>a. That the clerk contact W&amp;FC to find out the guidelines for SIDs installation and if any funding is available.</p> <p>b. An initial budget of £3500 be set for this project should it prove feasible.</p> <p><u>Street Marshalls</u></p> <p>a. That W&amp;FC be approached to find out if we can apply for additional funding from this year's budget.</p> <p>b. If that is not possible fund the £1000 from reserves.</p>
	<p><b>The Chair then closed the meeting in public at 7:56pm and convened in private session to discuss the following items:</b></p>
212.	<p><b>Longlands:</b> Item postponed until May 8<sup>th</sup> Meeting due to lack of developments.</p>
213.	<p><b>Gateway Project:</b> Councillors discussed the response drafted by Council's Gateway Community Meeting Panel representative Christine Cook and resolved to adopt</p> <p>a. the response in relation to the discussion topics/questions for the public meeting</p> <p>b. a current position statement in relation to the Gateway project.</p> <p>Proposed: Cllr John Saunders, Seconded: Cllr Adrian Legge.</p>
	<p><b>Dates of Next Meetings:</b></p> <p>To note dates of forthcoming meetings as follows, starting at 7pm, unless otherwise shown:</p> <ul style="list-style-type: none"><li>• Wednesday 24<sup>th</sup> April 2024: Planning sub-committee (Langstone House)</li><li>• Wednesday 8<sup>th</sup> May 2023: Annual General Meeting (Full Council)</li></ul>

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