

Bowness-on-Solway Parish Council

DRAFT Minutes of the meeting of the Parish Council held on Wednesday 8th January 2020 in the Bower at Port Carlisle at 7.00 p.m.

Present:

Councillors: Carruthers (Chair), Birkett, Coates, Evans, Hinks, Graham, Harrington, Hutton, Martin and Wills.

County Cllr Markley

Borough Cllr Hodgson

Public attendance: None

Clerk: M Abbs

1.1 Apologies for absence and declarations of interest.

REQUESTS FOR DISPENSATIONS

The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.

No dispensation requests were made.

DECLARATIONS OF INTEREST

To receive declarations by elected and co-opted members of interests in respect of items on this agenda.

Cllr Birkett declared an interest with regard to item 5.4 which involved the Glasson Community Association.

Cllr Evans declared an interest in item 4.5.

Cllr Martin and Cllr Graham declared an interest in item 6.2.7.

Cllr Hinks declared an interest in items 4.9 and 6.2.4.

Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.)

Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests.

If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the clerk at least 24 hours in advance of the meeting.

2 Minutes (previously circulated)

2.1 To approve the draft minutes of the Parish Council Meeting held on 13th November 2019.- approved and signed.

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3 Report on action taken

3.1 Report on action by members of the Council

Cllr Carruthers updated Cllrs on the trees on Parish Land that required attention. A cost of £250 was anticipated for removal of a damaged Poplar tree. The contractor had to speak to Allerdale BC regarding work on an Ash tree with a Tree Preservation Order on it, and he would forward additional costs and insurance details for both trees to the Council. The clerk would e-mail Cllrs with further details as soon as they were available.

3.2 Report from the clerk

The clerk confirmed that the approved extension of the Environmental Stewardship scheme had been notified to Natural England but that no papers had yet been received from the Rural Payments Agency.

3.3 Public participation (at the Chairman's discretion)

None

4 Correspondence

To review correspondence received and take any appropriate action.

4.1 Allerdale BC/CALC – Discussion of letters/e-mails concerning Precept/Concurrent Grant and possible action.

The clerk gave details of a letter he had received from Allerdale BC which it was **agreed** required no action or subsequent amendment to the Precept which was set at the November meeting. The clerk confirmed that he had sent off the Precept request to Allerdale and had evidence of its safe arrival. – **noted**.

4.2 Royal British Legion receipt and thanks for donation.

This was **noted**.

4.3 CALC -Capping, Section 137 limit and Transparency Code.

The clerk informed Cllrs of the change and explained the resulting impact. – **noted**.

4.4 CALC – Buckingham Palace Garden Party Nomination Form.

The clerk provided details of the correspondence which was **noted without action**.

4.5 Grass cutting – review of tenders and appointment of a contractor for the 2020 season.

Cllr Evans left the room for this item.

The submitted tenders for the 2020 season were examined and discussed.

The tender from S. Nicholson was unanimously **accepted**. The clerk was instructed to write accordingly to the contractors.

Cllr Evans returned to the room and was informed of the decision.

4.6 Footway Lighting - Current situation concerning proposed transfer of responsibility for street lighting.

The clerk provided details of the letter received from Allerdale BC confirming their wish to transfer to Parish Councils the energy costs of lights within their Parish from April 2021'. Further details and costings would be forthcoming in due course. Following discussion Cllrs **agreed unanimously** that the clerk should inform the Authority that the Council did not wish to take responsibility for the lighting costs from April 2021.

4.7 Allerdale BC - Tree Preservation Order No.12 of 2019.

Fowley Field View, Port Carlisle.

The clerk informed Cllrs of initial correspondence notifying the Council of the order followed by a further letter informing the Council that the Order was not going to be enforced. **Noted**.

4.8 Mrs S Dugdale – copy invoice relating to grant award.

This was **noted**.

4.9 Hopes Auctioneers & Land Agents – Offer of willingness to provide Basic Farm Scheme handling service.

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The clerk provided details and Cllrs then **agreed** that enquiries should be made as to whether cost savings would result from a transfer.

4.10 BSA Gold Star and Rocket Gold Star Owners Club – Thank you for preparation work etc.

The clerk read out the letter of thanks which was **noted**.

4.11 Bowness on Solway Community Archaeology Project – update.

The clerk read out the correspondence outlining the current situation and plans for a survey which was **noted**.

4.12 Rural Payment Agency – Claim Statement.

A copy had been given to the Chairman and Cllr Graham. This was **noted**.

4.13 Bowness Banks – Notes received from Mrs Lewis of meeting held on 29.10.19

The clerk confirmed receipt of the notes and advised that the next planned meeting had been postponed. - **noted**.

5 New business

5.1 To receive Community reports.

The Bowness Community Group was planning a screening of the film Downton Abbey at the Lindow Hall. A report should appear in the local press about the 'skiff' project. – **noted**.

5.2 Police Report.

The clerk informed Cllrs that the Police were going to produce a new form of newsletter but the first edition had not yet been received.

Cllrs Hodgson and Markley arrived at this point.

5.3 Arrangements for the grant meeting in April 2020. Approval of grant application form.

A new/revised grant application and accompanying information form was circulated. These were **examined and approved**. The date and format of the meeting were also **agreed**. – **See item 11.2**.

5.4 Parish Assets – current position concerning the legal review and previously authorised actions.

Including Correspondence and Asset Register update from clerk.

Copies of the latest correspondence from the solicitor regarding the Glasson Playground were examined and discussed.

Cllr Hinks reminded Cllrs of the current situation concerning the agreed updated new lease.

She, and the clerk, re-iterated that the Glasson Community Group would like a meeting to discuss the Playground. Cllrs **agreed** that this was a good idea and that all Cllrs should be invited to attend the meeting with the GCA Committee. The clerk was instructed to arrange this when there was more information available regarding what would be in the updated legally registrable lease.

5.5 Consideration and update of bench and noticeboard repairs and possible replacement.

Two new notice boards had been installed and one was planned for Drumburgh. Cllrs **agreed** that the clerk should work with Cllr Hinks to obtain a quote to replace the remaining boards.

5.6 Parish website – update and consideration of services required.

The clerk advised that it had not been possible to hold a meeting with Mrs Lewis but felt that this was still desirable. In the meantime the Annual invoice for the website had been paid having been authorised under the Standing Order procedure. - see item 6.2.5

5.7 Audit arrangements for 2019/20.

The clerk confirmed that there were, at this point, no major changes to the Audit arrangements and requirements. He would be contacting the internal auditor shortly to arrange a date for the audit. – **noted**.

5.8 Vacancy on the Council.

Update from the clerk and consideration of any applications received.

Following consideration and discussion of the submitted application, in response to the advertised vacancy, it was **agreed** with the required majority that Mr W. Reay be co-opted to the Council. The clerk was instructed to inform Mr Reay and arrange for the completion of the legally required paperwork at or before the next meeting.

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Cllr Evans left the meeting.

6 Finance

6.1 Information

6.1.1 To approve accounts and bank statements to 30th November and 31st December 2019 – available at the meeting. -**approved**.

6.1.2 **Budget** for 2020/21: see prepared sheet

& therefore **precept request to Allerdale BC for 2020/21**

See item 4.1. Cllrs **agreed** that no further action was necessary.

6.1.3 RPA – environmental stewardship receipts **£3946 and £2954.47 – noted**.

6.1.4 Thorpe Trees Ltd – Invoice for supply of trees. Prior approval given. (VAT £24.15) £144.90 – **noted**.

6.2 Payments: to approve the following payments:

6.2.1 Clerk's salary **£715.00 – approved**.

6.2.2 Clerk's Expenses: post etc. etc. £10.24, Telephone + broadband £25.48, SLCC contribution £81.80 Software contribution £19.50, travel 13 *miles*@36p= £4.68 **Total £141.70 – approved**.

6.2.3 Port Carlisle Bowling Club small room hire for two meetings. Anticipated invoice total **£40.00 – approved**.

6.2.4 Mr S Hinks - invoice for strimming around parish benches **£180.00 – approved**.

6.2.5 Angelfish – website hosting and e-mails, (VAT £58.33) **£350.00 – approved**.

6.2.6 W.S. Reid Ltd – Make and fit 2 notice boards on new posts. (VAT£333.00) **£1998.00 – approved**.

6.2.7 Bowness on Solway Community Group re-imburement of insurance costs anticipated amount – **£250.43**

The invoice had not been received to date.

7 Highways

Current situation – review and possible action.

Plans for new cattle grids at Bowness – latest situation.

Cllr Markley advised that the grids should be installed 'this financial year – hopefully February' – **noted**.

Cllr Hinks expressed concern about deterioration in the condition of the Easton Bridge. Cllrs **agreed** that she would work with the clerk to bring this to the attention of Highways.

Cllr Hodgson said he would investigate a streetlight that was not working on Scotch Street in Port Carlisle.

8 Planning

8.1 Applications outstanding with Allerdale BC

8.1.1 – HOU/2019/0027 Single storey rear extension, Hazeldene, Port Carlisle

(John and Anne-Marie Loizou & Weller)

8.1.2 - LBC/2019/0005 Listed building consent for single storey rear extension, Hazeldene, Port Carlisle

(John and Anne-Marie Loizou & Weller)

8.1.3 CAT/2019/0021 Removal of tree, Foxley Field View, Port Carlisle. (Mr K Heslop)

8.1.4 – FUL/2019/0193 Change of use of a former agricultural building 'The Barn' to two residential units.

(Mr S Cunningham BBM)

The above were **noted**.

8.2 Applications dealt with under standing order

8.2.1 – FUL/2019/0289 Re-concreting of farmyard, Midtown Farm, Fingland, Wigton.

The clerk advised that no objections had been raised – **noted**.

8.2.2 – FUL/2019/0235 Proposed single storey extension to form utility, shower room and stores, Whittrigg Grange, Kirkbride.

The clerk advised that no objections had been raised – **noted**.

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8.3 Applications decided by Allerdale BC

None – **noted**.

8.4 Applications for discussion by this meeting

8.4.1 - HOU/2019/0244 Re-building of entrance lobby to front, new conservatory to rear and rooflights to Fell View, Bowness on Solway (Mr Roger Golding)
Cllrs examined and discussed that papers which had been circulated prior to the meeting. **No objections were raised** and the clerk was instructed to inform the authority.

9.1 Documents received for comment.

None. -**noted**.

9.2 Documents received for information (available on request to clerk)

9.2.1 CALC Circular for December and Annual Meeting Minutes.

9.2.2 Glasdon, Broxap, HAGS product information.

9.2.3 BHIB – advice concerning winter safety.

The above were **noted**.

10 Any items of information...

10.1 brought by members

Cllr Martin informed Cllrs that she had been approached by some Bowness Parishioners concerning a Licencing Application which had been submitted by Hunter Developments. She had informed them that she was unable to become involved due to her involvement at the nearby pub. The clerk confirmed that no papers had been sent to the Council and advised that Parish Councils were not consulted over licencing matters.

10.2 brought by Borough Councillor

Cllr Hodgson advised that the Freedom of the Borough had been offered to Ben Stokes due to his involvement with Cockermouth Cricket Club.

Waste collection would become an in-house operation from April.

Allerdale BC had banned sky lanterns from Allerdale controlled land.

The budget consultation for 2020/21 was 'open'.

10.3 brought by County Councillor

Cllr Markley mentioned the footway lighting situation and understood that CALC had been involved and would be issuing a statement.

Advice would also be forthcoming from CALC on Parish Council websites.

He welcomed a CC initiative to 'talk more to residents' and was pleased by the Parliamentary Election result.

10.4 brought by the clerk

Allerdale BC had published its budget proposals and these were 'out for consultation'.

11.1 Date of next meeting: Wednesday 11th March 2020 at 7pm at The Lindow Hall.

11.2 Date of future meeting: Wednesday 8th April 2020 at 7pm Grant Meeting at the Lindow Hall.

11.3 Date of future meeting: Wednesday 13th May 2020 at 6.30pm at the Lindow Hall.

The dates were noted and the Chairman closed the meeting at 9.15 p.m.