

# Bowness-on-Solway Parish Council

## Minutes of the Meeting of the Parish Council held on Wednesday 11<sup>th</sup> January 2017 at 7.00p.m. in The Bower, Port Carlisle.

Present:

Councillors: Graham (Chair), Bradshaw, Carruthers, Coates, Harrington, Hodgson, Hutton, Reay and Wills.

In attendance: Borough Councillor Hodgson, County Cllr Markley

Public attendance: Mrs R Beaty, Mrs M McKenna and Mrs F Watson.

Clerk: M Abbs

### 1.1 Apologies for absence and declarations of interest.

Apologies for absence had been received from Cllrs Hinks and Knowles and PCSOs Donaughee and Nichol.

#### 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.

Cllr Graham submitted a written dispensation request in respect of item 4.3, which was accepted.

An on-going dispensation is in force in respect of the Precept.

#### DECLARATIONS OF INTEREST

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

Cllr Graham declared an interest with regard to item 4.3.

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 9<sup>th</sup> November 2016. – **approved and signed,**

### 3 Report on action taken

3.1 Report on action by members of the Council

No matters were reported.

3.2 Report from the clerk - including a reminder forwarded from Allerdale Borough Council for Cllrs to check that their Declaration of Interests Forms were up to date. – **noted.**

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### 3.3 Public participation (at the Chairman's discretion)

The following contributions were made concerning items 8.4.1 and 8.4.2.

Mrs Watson commented that the short response time allowed by Allerdale Council was unfortunate especially given the Christmas break office closure. She felt that the continued existence of the pub was desirable. However, she broadly welcomed the proposed initiative.

Mrs Beaty expressed concern about the increased traffic which may come to the village and the need for this to be accommodated. She believed the site to be listed and of major historical interest and would not like to see any changes which endangered this.

Cllrs and the clerk provided clarification on some of the issues raised.

Cllr Wills arrived.

### 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 briefed Cllrs on the letter he had received from the Authority concerning the precept and confirming that the Council Tax Reduction Scheme grant for 2017/18 would be £244.90. Confirmation was given that the Precept request had been submitted to Allerdale BC following the November meeting as authorised. The information was **noted**.

4.2 Royal British Legion receipt and thanks for donation.

The clerk provided details which were **noted**.

4.3 Community Public Access Defibrillators – possible grant request from Bowness Community Group  
Cllr Graham submitted a revised grant request and provided additional information for clarification. He then left the room and Cllr Carruthers took the chair.

Following discussion, it was **agreed** that the full amount requested of £1300 should be awarded in accordance with the Council's powers under section 137 of the Local Government Act 1972. The expenditure, in the opinion of the council, being in the interest of the area and its inhabitants.

Cllr Graham returned and took the chair.

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

Progress with the website. Possible action required.

The clerk advised that the Government was not going to cap Parish Council in setting the Precept for 2017/18. An update was given concerning progress with the website and Cllr Bradshaw and the clerk advised that they would make further enquiries concerning progress and advise Cllrs accordingly. – **noted**.

4.5 Rural Payments Agency – Basic Payment Scheme payment update

The clerk gave details of the latest communication concerning the backlog of overdue payments. – **noted**.

4.6 St Michael's Church – grass cutting invoices.

Confirmation had been received of the payments made by the Church with regard to churchyard grass cutting. These were as anticipated when the grant award was made.

4.7 Cumbria CC – Changes to bus routes/timetables services.

The clerk read out a letter from Cumbria CC concerning the lack of a service to Wigton from Bowness. Cllrs felt that there would need to be significant local interest before it would be worthwhile pursuing a Community Transport option. The correspondence was **noted without action**.

4.8 Royal British Legion – Thanks for donation.

The clerk apologised for the duplication on the agenda.

4.9 Bowness on Solway fingerpost replacement. Correspondence from the County Council.

The clerk read out the e-mail. In the light of the significant cost which was highlighted by the Authority Cllrs would examine the existing post closely and the clerk was instructed to include the item on the March agenda.

4.10 H& H Land and Property – Basic Payment Scheme Payments 2016 update and Farming Matters magazine. Update from the Rural Payments Agency.

The clerk alerted Cllrs to the received correspondence which was **noted**.

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### 4.11 Anthorn Airfield Memorial – update.

The clerk and Cllr Reay reported on a meeting they had attended with Mr H Parker who was keen to establish a Memorial. Following discussion, Cllrs felt that they would be willing to consider the matter again when the situation concerning land ownership was clarified and the involvement of a recognised body such as the Anthorn Residents Association was established. Cllrs did express a preference for a simple memorial which it was felt could be maintained more easily in the long term. **Cllr Reay and the clerk were asked to convey the Council's views to Mr Parker.**

Cllr Hodgson gave his apologies and left the meeting.

### 4.12 Historical photographs of Bowness and Anthorn.

The clerk advised that a small number of photographs had been received and were available for use in Council publicity. – **noted.**

### 4.13 Confirmation of acceptance of grass cutting contract.

The clerk confirmed that the appointed contractor had accepted the contract. – **noted.**

### 4.14 Parish seats – Anthorn bench proposal from parishioner.

Possible purchase of additional benches.

The clerk read out the communication from Mr Irving. Cllrs **agreed** to his proposal that the existing Council owned bench should be replaced by Mr Irving with his own bench. He will be asked to keep the existing bench and discuss an alternative location with the clerk.

### 4.15 AON Insurance – Information on the forthcoming Insurance ACT 2015.

The clerk advised Cllrs of the communication which was **noted.**

Cllr Markley arrived.

### 4.16 Communication from Borough Cllr V Hodgson concerning Glendale Caravan Park structures.

The clerk advised Cllrs of the communication concerning possible unlawful structures on land close to Glendale Caravan Park. A representative of Allerdale Borough Council had visited and did not find a problem. – **noted.**

### 4.17 CALC – Nomination process for the Buckingham Palace Garden Party on 23<sup>rd</sup> May 2017.

Cllrs **agreed** that Cllr Graham should be nominated in recognition of his service to the Council over many years.

Borough Cllr Hodgson arrived.

## 5 New business

### 5.1 To receive Community reports.

Cllr Reay reported that he had received a request for 'Dog Fouling' labels/stickers to be applied on Hadrian's Avenue in Anthorn. It was **agreed** that the clerk should request this.

Cllr Graham commented on the successful Christmas Event held in Bowness and reminded Cllrs of the progress made on the defibrillator grant application.

### 5.2 Police Report.

The clerk gave the report and reminded Cllrs that it was now available online. – **noted.**

### 5.3 Arrangements for the grant meeting in April 2017.

Cllrs believed that the existing system worked well and it was **agreed** that no changes were necessary.

### 5.4 Footway Lighting - Current situation.

No matters needed to be reported but the clerk asked Cllrs to remain vigilant. – **noted.**

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### 5.5 Asset Register and Risk Assessment.

Review and possible update.

The clerk advised that he had reviewed the Council's systems and documentation covering Control and Governance and believed that the assessment of risks faced by the Council were being adequately covered by the Internal Controls and Insurance cover. After discussion and consideration of the existing risk assessment it was **agreed** that the existing arrangements were fit for purpose and **approved**.

Similarly, after consideration, it was **agreed** that no changes were necessary to the Asset Register.

### 5.6 Parish magazine discussion of current situation and arrangements.

Cllrs reviewed the existing system for approving the piece written for the magazine by a parishioner. The arrangements were considered fit for purpose but it was **agreed** that mention should be made in the magazine that the article was compiled from the draft minutes supplied by the Council.

### 5.7 Connecting Cumbria Broadband update – current situation.

Letter from CALC.

The clerk informed Cllrs of the CALC request to promote the new Broadband provision in their Parishes. Cllrs also received details of a message from a Glasson resident concerning apparent installation problems in the village. The clerk **was instructed** to clarify the situation with the resident and make appropriate enquiries if necessary.

### 5.8 Consideration of the situation concerning the formation of the new Internal Drainage Board.

The clerk and Borough Cllr Hodgson updated Cllrs on the recent meeting that had taken place.

The Borough Cllr regretted that there were no significant developments to report. – **noted**.

### 5.9 Possible vacancy for representation on the AONB.

Borough Cllr Hodgson confirmed that due to work commitments he had resigned his position on the AONB. The clerk advised that he had not at that point heard from the AONB but invited Cllrs to express an interest to him if they were willing and able to serve. He understood that a single representative from Bowness on Solway, Kirkbride and Holme East Waver Councils was required. The clerk was aware that a Cllr from Kirkbride PC had expressed an interest which was welcomed by Bowness Cllrs.

All members of the public had left the meeting by this point.

## 6 Finance

### 6.1 Information

6.1.1 To approve accounts and bank statements to 30<sup>th</sup> November and 31<sup>st</sup> December 2016 – available at the meeting. - **approved**.

6.1.2 **Budget** for 2017/18: see prepared sheet & therefore **precept request to Allerdale BC for 2017/18**

The clerk provided an updated budget which reflected the Council Tax Reduction Scheme grant which was now known – see item 4.1. Cllrs **approved** the budget and **agreed** that no changes to the Precept request were necessary.

6.1.3 RPA – environmental stewardship **£1973.00 – noted**.

### 6.2 Payments: to approve the following payments:

6.2.1 Clerk's salary **£643.50 – approved**.

6.2.2 Clerk's Expenses: post + stationery etc. £7.65, phone + broadband £13.25, SLCC contribution £54.99, computer maintenance and software upgrade £20.00, travel 13 miles@36p= £4.68 **Total £100.57 – approved**.

6.2.3 Port Carlisle Bowling Club small room hire for two meetings. Anticipated invoice total **£36.00 – approved**.

6.2.4 Angelfish – website development (discussed at the November meeting) **£400.00 – approved**.

6.2.5 Anthorn Residents Association – hall hire **£17.50 – approved**.

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## 7 Highways

**Current situation** – review and possible action.

Possibility of new cattle grids at Bowness – latest situation.

Cllr Markley confirmed that he had submitted a request for two cattle grids and that it would be discussed by the relevant committee next week. Cllr Bradshaw has been in contact with the Highways Department and hoped that a site meeting could be arranged soon. – **noted**.

## 8 Planning

### 8.1 Applications outstanding with Allerdale BC

8.1.1 – 2/2016/0077 Retrospective application for the erection of a conservatory to rear, Rowans 13 The Island, Anthorn. (Mrs M Richardson) – **noted**.

### 8.2 Applications dealt with under standing order

8.2.1 – 2/2016/0724 Extension to existing livestock shed - resubmission of 2/2016/0694, Millrigg Farm, Kirkbride (Mrs Cheryl Watson).

8.2.2 – 2/2016/0680 Replacement of existing agricultural building, The Shieling, Anthorn. (Mr T W Robinson)

8.2.3 – 2/2016/0077 Retrospective application for the erection of a conservatory to rear, Rowans 13 The Island, Anthorn. (Mrs M Richardson)

The clerk confirmed that no objections had been raised to any of the applications and that the Authority had been notified. – **noted**.

### 8.3 Applications decided by Allerdale BC

8.3.1 – HOU/2016/0020 Replacement of porch and garden room, Firth Cottage, Bowness (Ms F McGhie). The clerk confirmed that there had been ‘no objections’ and the Authority informed. – permission granted. – **noted**.

8.3.2 – 2/2016/0724 Extension to existing livestock shed - resubmission of 2/2016/0694, Millrigg Farm, Kirkbride (Mrs Cheryl Watson). – permission granted. – **noted**.

8.3.3 – 2/2016/0680 Replacement of existing agricultural building, The Shieling, Anthorn. (Mr T W Robinson) – permission granted. – **noted**.

### 8.4 Applications for discussion by this meeting

This item was moved forward on the Agenda to enable members of the public to hear the debate.

8.4.1 – 2/2016/0600 Conversion of existing farm buildings to create holiday lets, café and Hadrian Wall heritage centre., Bowness House Farm, Bowness on Solway, (Terence Warom Development & Project Service Southern).

8.4.2 – 2/2016/0608 Listed building application for the conversion of existing farm buildings to create holiday lets, café and Hadrian Wall heritage centre., Bowness House Farm, Bowness on Solway, (Terence Warom Development & Project Service Southern).

The clerk read out a letter from the developer which had just been received. This invited Cllrs to a site meeting. The clerk pointed out that it would not be possible to hold a further full Council meeting prior to the deadline set for a response by Allerdale.

Following discussion, taking into account the public contributions, and examination of the papers, which had been circulated prior to the meeting, it was **agreed** that the Council was generally favourable to the development. It is hoped that local concerns about parking will be addressed. The clerk was instructed to advise the Authority accordingly.

### 9.1 Documents received for comment.

9.1.1 Cumbria County Council consultation for Draft Budget Proposals 2017/18. – **noted without action**

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9.1.2 Allerdale BC budget consultation 2017/18 – **noted without action.**

Cllrs **agreed** to continue in order to complete the agenda.

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

9.2.1 CALC Circular for December.

9.2.2 Elements – festival update and publication.

The above were **noted.**

**10 Any items of information...**

**10.1** brought by members

No items were raised.

**10.2** brought by Borough Councillor

Cllr Hodgson mentioned the finger post signage which had been covered in item 4.9. He had also had contact with the Anthorn parishioner regarding the proposed Airfield Memorial – see item 4.11.

Funds were still available from the Allerdale Rural Parish Fund and applications were invited.

He advised that the Local Plan was being revised.

**10.3** brought by County Councillor

Cllr Markley commented that the budget consultation was now open.

There had been a sizeable response to the consultation concerning proposed changes to healthcare.

Some grant funds were still available and applications could be made to the County Council for suitable projects.

He confirmed the situation regarding the cattle grids – see item 7.

**10.4** brought by the clerk

The clerk provided details of the forthcoming surgery being held by the Police and Crime Commissioner in Silloth.

**11.1 Date of next meeting: Wednesday 8<sup>th</sup> March 2017 at 7pm at The Lindow Hall.**

**11.2 Date of future meeting: Wednesday 12<sup>th</sup> April 2017 at 7pm Grant Meeting at the Lindow Hall.**

**11.3 Date of future meeting: Wednesday 10<sup>th</sup> May 2017 at 6.30pm at the Lindow Hall.**

**The dates of future meetings were noted and the Chairman closed the meeting at 9.40p.m.**