

Bowness-on-Solway Parish Council

2nd May 2017

Dear Member,

Your attendance is required at the meeting of the Parish Council to be held on Wednesday, 10th May 2017 following the Annual Parish Meeting and the AGM of the Council in the main hall of The Lindow Hall, Bowness.

The business to be transacted is as shown on the accompanying agenda.

Yours sincerely,

M Abbs

_____ (Clerk to the Council)

AGENDA

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.

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.

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 12th April 2017.

3 Report on action taken

3.1 Report on action by members of the Council.

3.2 Report from the clerk.

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

Bowness-on-Solway Parish Council

4 Correspondence

To review correspondence received and take any appropriate action.

- 4.1 Coleville Ground Maintenance – confirmation of insurances.
- 4.2 RPA Higher/ Single/Basic Payment Schemes (SPS) 2017 application pack.
Higher Level Stewardship Application.
Natural England Claim Form acknowledgement of receipt.
Latest situation on submissions and related correspondence.
- 4.3 Allerdale BC – footway lighting on poles latest situation.
- 4.4 Transparency Code/ website development latest.
- 4.5 Bowness on Solway Parochial Church Council – letter concerning burials.
- 4.6 Cumbria County Council - Connecting Cumbria, promotion of improved local access.
- 4.7 Farmers Flood Group – request for support.
- 4.8 Mitchell’s land agency – Willow project, Bowness on Solway.
- 4.9 Cumbria CC – Bowness fingerpost.

5 New business

- 5.1 **To receive** Community reports:
- 5.2 Police report.
- 5.3 To consider the re-appointment of PL Gauntlett Accounts Ltd to handle PAYE for the Council.
- 5.4 To consider the re-appointment of PL Gauntlett Accounts Ltd to handle the Internal Audit for the Council.
- 5.5 Consideration of required bench maintenance and purchase of replacements update.
- 5.6 Grasscutting – consideration of the season to date and any required action.
- 5.7 Drumburgh Noticeboard – condition and possible replacement.
- 5.8 Bowness footpath to shore – obstruction due to damage.

6 Finance

6.1 Information

- 6.1.1 **To approve** annual return: governance statement.
- 6.1.2 **To approve accounts** 31st March 2017
print-out of Receipts & payments book; 3-year comparative summary;
bank reconciliation & explanation of variance;
bank statements to 31st March 2017
- 6.1.3 **To approve** annual return: accounting statements
- 6.1.4 **To note** report of internal auditor.
- 6.1.5 **To note and confirm** details of asset register.
- 6.1.6 **To approve** accounts to April 30th (available at meeting).
- 6.1.7 **To note** Information Commissioner: confirmation of registration renewal to 6/4/18.
- 6.1.8 **To note** VAT return: refund submitted for 2016/2017 **£1377.25**
- 6.1.9 **To note** Allerdale BC: precept: instalment 1 including CTRS payment £122.45 - **£9514.45**
- 6.1.10 **To note** United Utilities: Wayleave payments **£39.74**
- 6.1.11 **To note** via CALC – confirmation of S.137 spending limit of £7.57 per elector for 2017/18.

6.2 Payments: to approve the following payments:

- 6.2.1- Clerk's salary **£680.36**
- 6.2.2 - Expenses:post etc £14.88 Telephone & broadband £13.25 = £28.13, travel 22miles@36p= £7.80
Total £35.93
- 6.2.3 - Information Commissioner: by direct debit and confirmation of renewal of registration **£35.00**
- 6.2.4 - Aon Insurance: renewal premium **£351.91**
- 6.2.5 - A N Other: chairman’s allowance **£60.00**

Bowness-on-Solway Parish Council

- 6.2.6 – PL Gauntlett: internal audit fee **£50.00**
- 6.2.7 - P L Gauntlett: share of invoice (£100) for PAYE services **£34.00**
- 6.2.8 - CALC: subscription renewal 2017/18 – **£218.28**
- 6.2.9 - CGM Grass cutting – £289 + £57.80 VAT = **£346.80**
- 6.2.10 CALC – Uploading of Transparency Code related documents - **anticipated amount 13.50**
- 6.2.11 - **To consider** grant requests made at the April Parish Council Meeting from:
 - 6.2.11.1. Glasson Community Association requesting - **£2540**
 - 6.2.11.2 St Michael’s PCC requesting **£612**
 - 6.2.11.3 Port Carlisle Village Hall - requesting **£500**

7 Highways

Update on local highways.

8 Planning

8.1 Applications outstanding with Allerdale BC / Cumbria CC

8.1.1 - 2/2017/0022 Two poles for lighting installed at menage arena (Retrospective) Galaberry Mill Road Glasson (Mr and Mrs Birkett).
Re-consultation in progress.

8.2 Applications dealt with under standing order

8.1.1 - 2/2017/0022 Reconsultation Two poles for lighting installed at menage arena (Retrospective) Galaberry Mill Road Glasson (Mr and Mrs Birkett).

8.3 Applications decided by Allerdale BC / Cumbria CC

- 8.3.1 – 2/2017/0024 Siting of a boardwalk for visitor access across nature reserve. Land SW of Glendale Caravan Park, Glasson Moss (Mr A Brock Natural England) – permission granted.
- 8.3.2 – 2/2017/0013 Change of use of buildings into a tea room (A3) and B&B units (C1). Installation of handrail and new door. Pear Tree Farm, Bowness on Solway (Mr S Marshall) – permission refused.
- 8.3.3 – 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). – permission granted.
- 8.3.4 – 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). – permission granted.

8.4 Applications for discussion by this meeting

8.4.1 - CAT/2017/0015 Consultation on an application under Section 211 of the Town and County Planning Act 1990 to carry out works to trees in Port Carlisle Conservation Area - Solway House Port Carlisle. ((Mr R Howard)

9.1 Documents received for comment.

9.1.1 Cumbria CC – Consultation on the draft Cumbria Minerals and Waste Local Plan Main Modifications and Sustainability Appraisal Update.

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

- 9.2.1 CALC Circular
- 9.2.2 Wicksteed – product information.

Bowness-on-Solway Parish Council

10 Any items of information...

10.1 brought by members

10.2 brought by Borough Councillor

10.3 brought by County Councillor

10.4 brought by the clerk

10.5 Date of next meeting: Wednesday 12th July at 7 p.m. in **Anthorn Village Hall**.

Note 1: This date and others until May 2017 dependent on the decision at the AGM on item 5.

Note 2: Dates will be given in the minutes of this meeting.