

## **BOWNESS ON SOLWAY PARISH COUNCIL**

**Minutes of the meeting of the Parish Council held on Wednesday 13 January 2021 by Zoom conference call at 7.00 p.m.**

Present: Cllrs Carruthers (Chair), Birkett, Coates, Evans, Graham, Harrington, Hinks, Hutton, Martin, Reay, Wills.

County Cllr Markley and Borough Cllr Hodgson

Clerk JC Wood

### **1.1 Apologies for absence and declarations of interest-**

No apologies received

Declarations of interest were received as follows

- a. Cllr Evans in respect of item 4.2 of the agenda
- b. Cllr Martin in respect of items 8.1, 8.2 and 8.4
- c. Cllr Birkett in respect of item 5.3
- d. Cllr Graham in respect of item 6.2.11

Dispensation to speak was given to Cllr Birkett in respect of item 5.3

**2. Minutes of meeting held on 11 November 2020.** RESOLVED to accept these as a true record.

### **3. Report on action taken**

3.1 Appointment of new clerk. Noted that Jonathan Wood had accepted the post of Clerk of the Council and Responsible Financial Officer effective from 23 November 2020

3.2 Actions by members of the council.

3.2.1 New Parish Council Website. [www.bowness-on-solway-pc.co.uk](http://www.bowness-on-solway-pc.co.uk) is now active. Noted

3.3 Report from Parish Clerk. -Nothing to report- Noted

3.4 Public participation. None. No members of public present.

Borough Cllr Hodgson left the meeting.

### **4. Correspondence**

4.1 2021 Census. Letter from Gary Brady Census engagement manager and subsequent email request for information. Correspondence noted and clerk instructed to reply to the information requested by Mr Brady.

4.2 Mary Land Farm and Glasson Moss. The clerk updated members about the latest information from Natural England regarding on going works. The clerk was instructed to write to Natural England to express the continued concern about the loss of natural woodland and risk of flooding from the works.

4.3 E-mail received from a resident from Bowness-on-Solway regarding ongoing road safety issues and coastal defences. County Cllr Markley advised that coastal defence is a county issue with a coastal strategy in place. He also advised that the Environment Agency is aware of the erosion of verges issue. The clerk was instructed to contact Cumbria County Council to express the concerns of residents and the Council.

County Cllr Markley left the meeting.

4.4 Letter regarding proposal by Allerdale Borough Council to transfer responsibility of footway lighting to parishes. Noted that this matter is not being taken forward at this stage by Allerdale.

4.5 Email from Police regarding new web-based incident form for reporting of non-urgent matters instead of calling 101. Noted. Clerk instructed to place a link to this on the Council website

## **5. New business**

5.1 To receive Community reports.

Cllr Martin reported that a member of the Bowness C19 Hub had been interviewed by Radio Cumbria in early January about support provided to residents during the Covid 19 pandemic. She also reported that members of the group are to do a walk around the village to check and report back on the state of the banks and what can be done to make them safer.

5.2 Police report –none received

5.3 Glasson Community Association (GCA) request that the Parish Council take over responsibility for managing the Glasson play area. Cllr Birkett having been given a dispensation to speak was asked for an update. Following discussion it was agreed that it would be in the interest of the Community to keep the Charity status and the Glasson play area open. Villagers had volunteered to become Trustees and a meeting would need to be arranged for a hand over to the new Trustees. This would be done with the help of the PC.

5.4 Bowness on Solway Parochial Church Council request that the Parish Council nominate a member to join the PCC as churchyard warden to assist with the management of the churchyard. Advice received from NALC is that it is not appropriate for Parish Councils to become involved in the management of church property it was RESOLVED that this request not be taken forward and that the Clerk reply accordingly.

5.5 Grass cutting specification and tender. Cllr Evans was asked if he was interested in tendering and in view that he was this item was dealt with at 9.15 p.m after he had left the meeting.

RESOLVED a. that for Anthorn the specification remain unchanged from 2020 and that for Glasson it be varied by the addition of a condition that weedkiller not be used

b. that tenders be invited from S Nicholson(current contractor), D Rumney, D Evans and Countrywide grounds maintenance and that each be required to provide evidence of public liability insurance, risk assessment and three referees.

5.6 Bench and noticeboard updates. Noticeboards It was RESOLVED that six noticeboards be purchased from W S Reid at a price of approximately £3000 to match the four that have previously been supplied.

Benches. Further investigation being needed as to the condition of the benches at Anthorn and West Common and whether they require replacement or repair. The ownership of the one at West Common to be investigated. It was RESOLVED to defer making a decision until a later meeting.

5.7 Parish Assets register. It was RESOLVED to amend the register to add the clerk's computer and printer and to remove the existing item third share in clerk's printer.

5.8 Arrangements for grant application meeting April 2021. It was RESOLVED to defer a decision on this matter to the meeting on 10 March 2021.

5.9 Internal audit arrangements 2020/2021. It was RESOLVED to re-appoint PL Gauntlett Accounts Ltd as internal auditor for the financial year 2020-2021.

5.10 Banking arrangements. RESOLVED that the Clerk as Responsible Financial Officer to the Council is to notify the Council's bankers HSBC of the fact that he is authorised to receive bank statements and other correspondence on behalf of the council.

5.11 Request on behalf of Drumburgh residents for a defibrillator. It was RESOLVED to defer this for consideration at a later meeting

5.12 Solway Samaritans. It was RESOLVED that the Council will continue to offer its support to this group during the continuation of the Covid 19 pandemic.

## **6. Finance**

6.1 It was RESOLVED to approve the accounts and bank statements for the months ending 30 November 2020 and December 2020.

6.1.1 Clerks' pension. The Clerk advised that upon reflection he had decided not to proceed with the NEST pension scheme previously approved- Noted.

6.1.2 Rural Payments Agency payments of grants of £3936.00 and £2975.84 (total £6921.84) had been received- Noted

6.1.3 Allerdale BC payment of second precept amount £9392 had been received- Noted

6.1.4 External audit. This had been approved after queries raised were answered satisfactorily and a certificate issued approving the audit.- Noted

6.2 Payments to approve

6.2.1 Clerk's salary £901.12 for November 2020 and £278.45. Approved. Noted that the November payment included a tax refund to the clerk which will be reimbursed by HMRC and that additionally HMRC requires salary payments to be made monthly rather than bi-monthly.

6.2.2 Clerk expenses. J Wood postages, telephone, broadband and travel expenses £47.15 -Approved  
M Abbs computer disc and travel £40.44- Approved

6.2.3 Purchase of Arnold Baker on Local Council administration £149.99 - previously approved. For information. Noted

6.2.4 CALC induction training for clerk. Parts 1 and 2 £40- previously approved. For information Noted.

6.2.5 Purchase of computer and printer for clerk. athomePC £858.00 (inc VAT)- already approved. For information. Noted. Bank charges incurred - £40.00 due to mistake by Bank – under investigation with Bank - Noted

6.2.6 Zoom licence for 1 month £14.39 ( inc VAT)- Approved

6.2.7 Hire of Lindow Hall £48.00- Approved

6.2.8 S Hinks- grass strimming £180.00- Approved

6.2.9 Donation to Royal British Legion for Poppy Appeal- £100 Approved and it was RESOLVED in accordance with section 137 Local Government Act 1972 that the expenditure was in the opinion of the council being in the interests of the area and its inhabitants.

6.2.10 Replacement of cheque for Port Carlisle Village Hall issued to correct an error in payee in original cheque- Noted

6.2.11 Bowness Community Group insurance-deferred to a later meeting as no invoice provided yet

6.2.12 Rocket Sites Ltd design and development of new website, registration of domain name and cloud hosting. £834.00 (inc VAT) Approved

6.2.13 External Audit fee PKF Littlejohn £240 inc VAT) for information. Noted

## **7. Highways**

Nothing to report

## **8. Planning**

8.1 Applications outstanding with Allerdale BC

8.1.1 HOU/2020/0188 Wallsend Guest House, Bowness – erection of single storey sunroom to rear of property. Noted

8.2 Applications dealt with under standing order 8.2.1-

HOU/2020/0188 Wallsend Guest House, Bowness – erection of single storey sunroom to rear of property- no objections. Noted

CAT/2020/0033 work to trees- south east of Irving Terrace, Port Carlisle Port Carlisle- approved by Allerdale-no objections. Noted

8.3 Applications decided by Allerdale BC

HOU/2020/0110 Severus Erection of two storey and single storey rear extensions with balcony terrace above. Erection of garage to side elevation and associated internal and external works. - approved by Allerdale. Noted

CAT/2020/0033 work to trees- south east of Irving Terrace, Port Carlisle Port Carlisle- approved by Allerdale Noted.

#### 8.4 Applications for discussion by this meeting

FUL/2020/0252 Glendale Holiday Park, Port Carlisle. Resubmission and amendment to approved application FUL/2019/0133 to amend to 38 static holiday caravans from 58, 37 pitches for touring units and additional consent for another additional 70 static holiday caravans.

RESOLVED that the council raises its concerns to Allerdale BC about the application.

#### **9.1 Documents received for comment**

9.1.1 None

9.2 Documents received for information circulated by email to members- Noted. The clerk asked members to express a preference for routine non-urgent emails in a weekly digest rather than being forwarded as they arrive

9.2.1 CALC circulars-Noted

#### **10 Any items of information**

10.1 Brought by members. Councillor Graham – concern about notices being placed on the marshes prohibiting access and who has put them up. Enquiries to be made with a view to this being a future agenda item.

10.2 Brought by County Councillor Markley (dealt with after item 3 on agenda).

Regular Covid 19 meetings are being held by the council

Highway maintenance, gritting and salting is continuing and replacement grit bins have been ordered  
Multi-purpose vehicles are being purchased to replace separate single purpose vehicles such as gritters to increase flexibility

Electric vehicle charging points are being rolled out though at this stage primarily for urban areas

Allerdale bin collections have been affected by bad weather in last few days but the backlog is being reduced.

Grants to businesses affected by Covid 19 are being rolled out

10.3 Brought by Borough Councillor Hodgson (dealt with after item 3 on the agenda)

Charging points for electric vehicles being introduced in Aspatria as a test bed for wider roll-out

A number of services have been reduced to protect staff especially in Wigton including closure of the library.

Sports village in Workington is being proceeded with

Allerdale website has lots of useful information re Covid 19 and helpline on 0303 123 1702

Local Government reform proposals for Cumbria are with Minister at present with a number of options to be considered which will in due course be open to public consultation.

Date of next meeting 10 March 2021 7.00 p.m.- venue to be confirmed.

14 April 2021 7.00 p.m venue to be confirmed

The Chairman closed the meeting at 9.32 p.m.