

BOWNESS ON SOLWAY PARISH COUNCIL

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Draft Minutes of the Annual General Meeting of Bowness on Solway Parish Council held at 7.00pm on **Wednesday 10th May 2023** in The Lindow Hall, Bowness on Solway, and the Draft Minutes of the following Ordinary Parish Meeting.

PRESENT

Chair Pauline Hinks

Councillors James Graham (Vice Chair), Marion Carruthers, John Harrington and John Wills

Clerk Peter Streatfeild

Two members of the public

Annual Meeting

- 1.1 To elect the Chair**, who will then sign the form of acceptance of office. Councillor Hinks being the only person proposed by Councillor Graham and seconded by Councillor Wills was duly **elected** as chair. She signed the form of acceptance of office.
The Chair welcomed the five councillors who were re-instated for another term of four years as there was no election.
- 1.2 All members to sign the forms of acceptance of office.** The returning members all signed the form of acceptance of office.
- 1.3 Apologies for absence & Declarations of Interest.** There were verbal **apologies** from Councillor Mark. Apart from Councillor Hinks declaring an interest about the request from St Michael's Church for a grant **no other declarations of interest** were made.
- 1.4 To Elect a Vice Chairman.** Councillor Graham being the only person proposed by Councillor Wills and seconded by Councillor Harrington was duly **elected** as vice-chairman.
- 1.5 To consider the re-adoption or amendment of the standing orders.** With the dissolution of the Borough Councils the standing orders were amended and re-adopted as per the attached copy of the standing orders.

Annex A amended: Signatories on cheques, deeds and other documents (sections 5 & 6 of standing orders):

Councillor John Harrington was proposed by Councillors John Wills and Marian Carruthers to replace the former Councillor Reay as a signatory to the Parish Council Accounts which was duly approved. Councillor James Graham will continue as the authorised signatory for claims submitted to the Rural Payments Agency (RPA).

Annex B amended: Planning applications (section 7 of standing orders):

With so many changes to the composition of the council the responsibilities of the members for particular areas were changed accordingly (see attached **Standing order Annexes for 2023-24**).

Annex D amended: Notice board guardians:

The Clerk will take responsibility for in keeping a general watch on the conditions of the ten notice boards within the parish, reporting to the Council as necessary, so that repairs/replacements can be carried out.

Ordinary Meeting

2 Minutes (of the Ordinary Meeting 9th March 2023 previously circulated)

- 2.1 The minutes of the ordinary meeting of the Parish Council held on 9th March 2023 were accepted and **approved** unanimously.

3 Report on action taken

- 3.1 Report on action by members of the Council.
There were no reports.
- 3.2 Report from the clerk.
There was no report.
- 3.3 Public participation (at the Chairman's discretion).
There was no public participation.

4. To review correspondence received and take any appropriate action

- 4.1 Letter from the Parochial Church Council (PCC) requesting a grant of £1200.00 for grass cutting. After considering the request Councillor Graham proposed and Councillor Wills seconded a grant of £1,200 be paid to St Michael's PCC which was **approved** unanimously.
- 4.2 Letter from Cumbria Wildlife Trust regarding a consultation on peatland restoration around Rogersceugh Drumlin on Bowness Common SSSI.
It was noted that past clearance works on the peatland had left massive scars on the landscape. Councillor Wills proposed and Councillor Carruthers seconded that the Council should **strongly object** to any restoration works due to past detrimental impacts on the environment for wildlife and nature which was **approved** unanimously.

Cumberland Councillor Tony Markley arrived at 7.40pm

- 3.4 Report from Cumberland Councillor Tony Markley.
Councillor Markley reported that the new Cumberland Council consisted of 30 Labour councillors, 7 Conservative, 2 Liberals and Others. He noted that many of the Labour councillors were young and inexperienced. Councillor Markley was Chair of the Scrutiny Committee. There are a number of Community Panels which would time to become effective. Cumberland Council is beginning work with a deficit of £40 million so there will be no possibility of funding for local areas. He assured the Council he would continue working for the Parish and surrounding areas.

Councillor Markley left at 8.10pm.

- 4.3 Email from Run Nation Events Ltd.
It was **noted** that a half marathon around the Peninsular beginning and ending at Anthorn was being organised on Sunday 4th June 2023.
- 4.4 Request from Liam McKenna to install a bench on the Banks in memory of his mother.
It was noted that where the bench is to be installed is upon land leased to the Bowness on Solway Community Group so any installation must be done in consultation with the Group. Councillor Graham proposed and Councillor Harrington seconded that the bench is to be funded and maintained by the family and must be a replacement bench in keeping (style and size) with other benches in the Parish. The request was **approved** with one objection.

5. New business/Follow-on business

- 5.1 To receive community reports:
- 5.1.1 Update from The Lindow Hall regarding the heating system.
Councillor Hinks reported that the second quote received was comparable to the first one. The New boiler will be replaced by M/s C Carruthers & Son by the end of June 2023. **Noted.**
- 5.1.2 Letter from the Anthorn Sports Club.
The Clerk reported that he had received a letter of thanks stating the works had been completed on the tennis courts along with the necessary statement of expenditure. **Noted.**

- 5.1.3 Letter from Bowness Community Group
The Clerk reported that he had received a completion report regarding the works on the Banks and the cinema project but not the complete financial report along with copies of the invoices. It was **noted** that a full financial report and copies of all invoices were required. The members were disappointed when it was further **noted** that the cinema viewings were only for paid members because the grant funding was for a community project, not a private club, and this should be brought to the notice of BCG.
- 5.2 Update on provision of defibrillators for Fingland and Cardurnock.
The Clerk reported that the two defibrillators were installed and were awaiting their commissioning by the Ambulance Service. **Noted.**
- 5.3 Update on speed indicator devices (SIDs) installation by Swarco Traffic Ltd for Glasson and Drumburgh and by Pandora Technologies Ltd (6,978.00) for Anthorn & Fingland.
Councillor Carruthers reported that the Swarco devices had been installed at Glasson and Drumburgh and the Pandora devices for Anthorn and Fingland had been received by her and were awaiting installation by the Highways Department. **Noted.**
- 5.4 Update on maintenance of noticeboards by Mr Broughton.
Councillor Hinks reported that the noticeboard in Drumburgh had been cleaned and painted. The remaining nine noticeboards will be done in due time. **Noted.**
- 5.5 Update on safety concerns in Fingland.
The Clerk reported that the defibrillator had been installed, the council was waiting upon the Highways Department to install the speed indicator device and repair the camber and surface of the road whereas requests had been sent to the Highways Department by the residents regarding the provision of a bus shelter. **Noted.**
- 5.6 Update on concerns about the culverts & railings at Low Flow, Glasson.
The Clerk reported that the railings at Low Flow have been replaced but work was still outstanding at Bowness on Solway Farm. **Noted.**
- 5.7 Update on maintenance of metal fingerposts in the Parish.
The Clerk reported that enquiries were ongoing. **Noted.**
- 5.8 Update on Council Elections on 4th May 2023.
It was **noted** that there were only six nominations for the Parish Council, so the election was cancelled.
- 5.9 Update on possible electric vehicle (EV) charging points in the Parish.
The Clerk reported that enquiries were ongoing. **Noted.**
- 5.10 To consider changes to bank arrangements – new signatory required.
Already decided (see annual meeting paragraph 1.5) that Councillor Reay be replaced by Councillor Harrington. **Noted.**
- 5.11 To note SSSI consent form to extend the existing HLS agreement on Bowness Moss submitted for a further 5 years by Jonathan Hird of H & H Land & Estates - SBI 111007400 in relation to agreement ref: AG003458387. **Noted.**
- 5.12 To Note letter from Natural England requesting Permission to Access the Council's land at Bowness Common to carry out environmental survey work.
The Clerk reported that he had written to Natural England on 21st March 2023 granting permission after consulting the councillors. **Noted.**

6. Finance

Information

- 6.1.1 To Approve the annual accounts ending 31st March 2023 and the monthly accounts ending 30th April 2023. **Approved.**
- 6.1.2 To Note the Clerk's monthly salary with arrears (£545.62) paid for March & April 2023 (£291.52). **Noted.**
- 6.1.3 To Note Clerk's expenses of £197.48 reimbursed for mileage, postage, stationery and printer cartridges. **Noted**
- 6.1.4 To Note the HMRC monthly PAYE payments paid for March (with arrears £136.20) & April 2023 (£72.80). **Noted.**
- 6.1.5 To Note budget of £4,900.00 set aside for the Council Elections on 4th May 2023 now available for other expenses because there was no election. **Noted.**
- 6.1.6 To Note £20.00 paid to CALC for End of Year & Audit Training Course attended by Clerk. **Noted.**

- 6.1.7 To Note £6,978.00 paid to Pandora Technologies Ltd for speed awareness devices x 2 at Anthorn & Fingland. **Noted.**
- 6.1.8 To Note £20,000.00 grant made to The Lindow Hall towards the replacement and refurbishment of the heating system. **Noted.**
- 6.1.9 To Note £2,652.00 paid to Stuart Morris Textiles for coronation tea towels x 600. **Noted.**
- 6.1.10 To Note £1,136.40 paid to Cartmell Shepherd (28th March - £1,000.00 & 14th April £136.40). **Noted.**
- 6.1.11 To Note £20.00 paid to Anthorn Village Hall for Room hires during 2021-2022. **Noted.**
- 6.1.12 To Note £40.00 annual fee paid to Information Commissioner's Office. **Noted.**
- 6.1.13 To Note the first precept remittance of £9392.00 was made on 4th April 2023 by Allerdale Borough Council/Cumberland Council. **Noted.**
- 6.1.14 To Note £40.00 paid to PL Gauntlett Accountants Ltd for PAYE scheme 2022-2023. **Noted.**
- 6.1.15 To Note £432.00 paid to Mr Chris Turner to erect defibrillator posts x 4, Cardurnock notice board and Glasson seat base. **Noted.**

To authorise the following payments

- 6.2.1 To Authorise reimbursement of the Clerk's expenses of £43.62 towards telephone & internet usage January to March 2023 (£36.77) and reimbursement of postal expenses (stamps £6.85). **Authorised.**
- 6.2.2 To Authorise the renewal of insurance policy number LCO00387 and payment of annual premium of £357.38 to BHIB Insurance Brokers. **Authorised.**
- 6.2.3 To Authorise the payment of £277.13 annual subscription to NALC (£69.47) & CALC (£206.66) . **Authorised.**
- 6.2.4 To Authorise the Chairman's Allowance for year 2022/23 - £60.00. **Authorised.**

7. Highways

- 7.1 To note some works have been completed, namely the hedge/gorse cutting along the old airport road between Anthorn and Cardurnock as well as the replacement/repair of culvert rails at Low Flow, Glasson. Other pending works will be taken up in due course. **Noted.**

8. Planning

8.1 Applications outstanding with Allerdale BC

- 8.1.1 FUL/2022/0178 – Conversion/ Amendments to Conversion of roof space to provide an en-suite bedroom and a flat roof area to provide a balcony at the Highland Laddie, Glasson Village – Outcome is still pending. **Noted.**
- 8.1.2 ADV/2022/0007 - Application for Advertisement Consent at various locations in Bowness on Solway by the Bowness Community Group:
Point A West End of Village; Point B Peartree Farm – Wall; Point C The Banks Path - West Entrance; Point D The Banks Path - East Entrance; Point E East End of Village – Outcome is still pending. **Noted.**
- 8.1.3 FUL/2022/0243 – Slurry Tower. Millrigg Farm, Millrigg, Kirkbride – Outcome is pending. **Noted.**

8.2 Applications decided by Allerdale BC

- 8.2.1 FUL/2023/0027 – Construction of a silage clamp. Easton Farm, Easton – Granted with conditions. **Noted.**

8.3 Applications for discussion at this meeting

There were no applications received for discussion.

8.4 Applications discussed under standing orders

- 8.4.1 FUL/2023/0052 – Erection of a replacement cattle housing building – Pasture House, Bowness-on-Solway. It was reported that there was **no objection.**

- 8.4.2 HOU/2023/0056 – Internal and external alterations with small additions onto main dwelling. Demolition and replacement garage – Sandbaggers Cottage, Port Carlisle. It was reported that there was **no objection**.

9. Documents received for comment

- 9.1 CALC Circulars. There were no Comments.

10. Any items of information

- 10.1 Brought by members.
Councillor Harrington reported that signage requiring heavy/long vehicles to turn right out of Glendale Holiday Park was needed. To be discussed at the next meeting.
Councillor Carruthers reported that a resident of Glasson wants the village pump protected by the Council. To be discussed at the next meeting.
- 10.2 Brought by the clerk.
No further information

11. Date of next meeting – 12th July 2023

The meeting ended at 9.10pm.