

Bowness-on-Solway Parish Council

Minutes of the Meeting of the Parish Council held on Wednesday 9th March 2016 at 7.00p.m. In the Lindow Hall, Bowness on Solway.

Present:

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

In attendance: County Cllr Markley, Borough Councillor Hodgson.

Public attendance: None

Clerk: M Abbs

Cllr Graham opened the meeting by welcoming Malcolm Coates to his first meeting.

1.1 Apologies for absence and declarations of interest.

The clerk recorded apologies from Cllr Reay, and PCSO 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 Knowles requested a dispensation to speak in respect of items 4.4/4.8 and 5.14 which was granted.

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 13th January 2016. – **approved and signed.**

3 Report on action taken

3.1 Report on action by members of the Council

Cllr Graham reported that he had repaired the Drumburgh noticeboard and was thanked by other members of the Council.

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3.2 Report from the clerk

The clerk confirmed that he had prepared, as previously requested, the listing of Cllr details for publication in the Parish Magazine. This would be circulated for approval to Cllrs before sending to the editor for inclusion in the next issue.

The required legal documentation for Cllr Coates had been completed and forwarded to Allerdale BC.

3.3 Public participation (at the Chairman's discretion)

Cllr Markley gave his report at this point.

Bids had been submitted for Coastal Community support and he hoped there would be some benefit to the Parish. Cllr Hutton understood that a vacancy existed on the AONB JAC for a Parish Council representative. Cllr Markley, along with the clerk, was unaware of this and the clerk said he would check if this was the case with the AONB. Cllr Markley felt that there was a need for local bodies to work more closely together in order to maximise effectiveness.

An update was given on the flood repair work being carried out throughout the County.

Progress was being made on the proposed new Internal Drainage Board with new maps being drawn up and a further consultation likely later in the year.

The County Council budget was going through with probable resultant increases in Council Tax.

There would be an Election in May for the Police Commissioner.

He was going to a meeting at which the Secretary of State would be present to discuss the question of a Unitary Authority, the possibility of an Elected Mayor and devolution.

In response to a question he commented that progress was being made on the roll out of Superfast Broadband but this had not reached Bowness village yet.

Cllr J Hodgson advised Cllr Markley that the signpost at Easton Marsh had been replaced.

Cllr Markley was thanked for his report then gave his apologies and left the meeting.

4 Correspondence

To review correspondence received and take any appropriate action.

4.1 RWS Nuclear Waste correspondence and Issues including CALC and MRWS reports and related meetings. Discussion and possible action.

The clerk advised that no further documentation had been received and there was no significant news to report. – **noted.**

4.2 Allerdale BC/CALC – Discussion of letters/e-mails concerning Precept/Concurrent Grant/Council Tax Reduction Scheme and possible action.

The clerk confirmed that the CTRS allowance for the forthcoming year had been confirmed by Allerdale BC to be £367.35. -See also item 6.1.2 - **noted.**

4.3 Pensions Regulator – Declaration of compliance required action.

The clerk explained that the staging date for the Council had just passed and that he was not eligible for a pension.

He had been in touch with Mrs Gauntlett who was willing to assist with the required paperwork, if necessary, but believed that her help would not be required. It was **agreed** that the clerk could liaise with the Chairman with regard to any required paperwork necessary to meet legal compliance.

4.4 Citizens Advice Allerdale – request for financial assistance.

Cllr Knowles spoke, under the dispensation, to provide background concerning the financial position of the organisation but played no part in the discussion or vote.

Following discussion, a donation of £200 was **agreed** in accordance with its 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.

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4.5 Solway Wetlands Landscape Partnership Scheme – Bog restoration work on Bowness Common Site of Special Scientific Interest.

The clerk reminded Cllrs of the planned work which was **noted**.

4.6 Rural Payments Agency – Basic Payment Scheme Payment update.

The clerk updated Cllrs on the latest position and presented the latest documentation including a claim form. This was taken by Cllr Graham for detailed examination and liaison, if necessary, with the Council's Agents.

4.7 Anonymous letter from resident concerning the siting of trade sized wheeled refuse bins.

The clerk read out the letter which was **noted without action** as it appeared that the matter raised had been resolved prior to the meeting.

4.8 Citizens Advice Allerdale – request for financial assistance.

See also item 4.4. The clerk apologised for the duplication.

4.9 Via CALC – External Audit for Smaller Authorities – latest update.

The clerk advised Cllrs of the current situation and future changes. It was **noted** that there were no significant changes to the Audit for 2015 -16.

4.10 Stephen and Carole Woodman – Success Regime engagement.

The clerk read out the e-mail from the Woodmans. Following discussion, it was **noted** without action.

4.11 Sue Hayman MP – change of address for constituency office.

The change was **noted**.

4.12HM Queen's 90th Birthday celebrations.

The clerk read out the correspondence which was **noted without action**.

5 New business

5.1 To receive Community reports.

Including dog fouling in Bowness.

Cllrs felt that dog fouling was an issue at both ends of the village but hoped that the imminent installation of dispensers and bags would reduce the problem.

Cllr Graham advised that five different postcards were being printed and would be on sale in local accommodation and the pub. – **noted**.

5.2 Police Report.

The clerk gave the report which was **-noted**.

5.3 Arrangements for the grant meeting in April 2016.

The clerk confirmed again to Cllrs the grant application forms and the submission date. The clerk reminded Cllrs of the required legal criteria for permissible applications. Cllrs **agreed** that the arrangements for the meeting would be the same as previously with the main agenda items being the grant submissions and any other urgent business requiring the Cllrs attention.

5.4 Arrangements for Annual Parish Meeting.

The arrangements for this meeting were **agreed** to remain unchanged as the format seemed to work well.

5.5 Lindow Hall toilets latest situation.

Cllr Hinks advised that she had not received any news from Allerdale BC but hoped that there would not be a problem. – **noted**.

5.6 Footway Lighting – Notified removal of lights in Anthorn and Glasson.

The clerk reminded Cllrs of the notification to remove two lights in the Parish but believed that this had not occurred yet. Cllrs **agreed** that the retention of lights in those areas was desirable particularly in Glasson where the light was close to a footway and bus shelter. The clerk advised that he had received no comments from Anthorn residents.

5.7 Bench installation update and further purchase to replace old seats.

The clerk understood that that the two new benches had now been installed but no invoice had been received from the contractor yet. Cllrs **agreed** to purchase two more benches to replace those at the old Police House and Bowness Marsh Corner. **Approval** was given for spending up to £735, excluding VAT, on two identical benches, including lettering, to those recently installed. The clerk was instructed to proceed with the purchase and seek a further quote for the installation. Cllr Hutton raised the possibility of a plaque being put onto one of the benches in memory of a young person that had died recently. Following

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discussion, he was advised that a formal request to the Council to do this would be necessary. Cllr Hutton mentioned that a number of residents felt that a large pair of binoculars for public use would be a useful facility in the Parish. The clerk advised that a formal grant application, from a formally constituted body, could be considered by the Council.

5.8 Parish Council Auditor.

The clerk advised that he had agreed a date for the annual internal audit with Mrs Gauntlett which would enable the required legal timetable to be met.

5.9 Mobile Phone Signal/reception in the Parish and landline issues.

Cllr Bradshaw advised Cllrs of the loss of time in reporting a fire caused by the lack of a mobile phone signal. Cllrs were aware of this being an issue in many areas of the Parish. A number of Cllrs also reported that excessive noise on landlines was also an issue which had appeared to have become worse recently following work to bring Superfast Broadband to the Parish. Cllrs were aware that some residents had reported this problem themselves. It was **agreed** that the clerk should write to Sur Hayman MP and raise the two issues.

5.10 HSBC Changes to banking terms and conditions.

The clerk notified Cllrs of the changes which he did not believe would have a significant effect on the Council's finances. – **noted**.

5.11 Update on Buckingham Palace Garden Party nominations.

The clerk advised that the nomination of Cllr Graham had not been successful. – **noted**.

5.12 Transparency Code and possible Parish/Community website.

The clerk, Cllr Bradshaw and Cllr Graham gave details of a meeting they had attended with Mr and Mrs Lewis of Wallsend Guest House. The clerk provided details of a subsequent proposal he had received from them to set up a website for wide use across the Parish. This would enable the Council to remain compliant with the requirements of the Transparency Code when the CALC facility is removed and could be greatly beneficial to Parish life generally. Cllrs felt that it was generally a good idea and it was **agreed** that the clerk should contact a number of local groups to ascertain if they were interested in participating.

5.13 Community Access Defibrillators – information update and possible decision. See 8.1.2

The clerk advised that the planning application was still outstanding and no further correspondence had been received. – **noted**.

5.14 Poor condition of retaining wall at 'The Banks'.

Cllr Coates brought to the attention of the Council the poor condition of the sea/retaining wall in a number of places in the vicinity of the Banks. Cllr Knowles believed this to be the responsibility of the property owners but it was felt by Cllrs that further wider investigation of the issues was necessary before any action could be considered. The clerk was instructed to put the matter on the May agenda.

Borough Cllr Hodgson arrived.

6 Finance

6.1 Information

6.1.1 To approve accounts and bank statements to 31st January and 28th February 2016 – available at the meeting. Examined and **approved**.

6.1.2 Budget for 2016/17 – latest on Precept submission.

Review of current budget situation. Confirmation of CTRS grant.

The CTRS figure of £367.35 had been inserted into the budget for next year which was then **confirmed**.

6.1.3 Discussion and amendment, if necessary, of the Governance and Internal Controls of the Council.

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 it was **agreed** that the existing arrangements were fit for purpose and **approved**.

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6.1.4 BDO Audit Briefing document.

The clerk advised that the usual Briefing Document had, surprisingly, not been received so there were no matters to bring before the council for consideration.

6.1.5 To review clerk's terms and conditions and approve payment of clerk's salary at the new rate for point 20 of the salary scale w.e.f. 1/4/16.

The clerk explained the pay scales and the effect that the adoption of the new pay point would have on the Council's finances. This was **agreed**.

6.2 Payments: to approve the following payments:

6.2.1 Clerk's salary **£620.82 – approved.**

6.2.2 Clerk's Expenses: post + stationery £3.09, phone £4.00 broadband £10.66, travel 39 miles@36p= £14.04 **Total £31.79 – approved.**

6.2.3 XMA Printer cartridge purchase (£98.69 + £19.73) VAT **£118.42 – approved.**

6.2.4 Bowness on Solway Community Group re-imburement of insurance costs. **£246.38 – approved.**

6.2.5 Information Commissioner: by direct debit **£35.00 – approved.**

6.2.6 Chairman's Expenses (second payment) **£30.00 – approved.**

6.2.7 Lindow Hall – Hall Hire for Council meetings **£63.00 – approved.**

7 Highways

7.1 Kirkland House Corner – danger posed by road situation.

Cllr Bradshaw raised her concern about road safety at this location. This was endorsed by the other Cllrs and the clerk was asked to liaise with Cllr Bradshaw to ascertain if any safety measures were planned at this site. The matter could then be discussed again at the May meeting.

8 Planning

8.1 Applications outstanding with Allerdale BC and Cumbria CC

8.1.1 Cumbria CC - Proposed diversion of Public Footpath No 214012 near Anthorn. (Mr R Irving)

8.1.2 – PB/2015/0037/0003/0041/0042/0043 – Removal of telephone and replacement of defibrillator in phone boxes, Glasson/Drumburgh/Cardurnock/Bowness/Port Carlisle.

8.2 Applications dealt with under standing order 8.2

8.2.1 - - 2/2015/0767 Proposed extension to general purpose agricultural building approved under 2/2013/0528 West Close, Easton, Kirkbride.

8.3 Applications decided by Allerdale BC

8.3.1 - 2/2015/0767 Proposed extension to general purpose agricultural building approved under 2/2013/0528 West Close, Easton, Kirkbride. – permission granted.

8.4 Applications for discussion by this meeting

The clerk confirmed that there were no applications for consideration. – **noted.**

Cllr Hinks left the meeting.

9.1 Documents received for comment.

9.1.1 Allerdale BC – Developer Contributions Supplementary Planning Document.

The contents of the documents had been **noted without comment.**

9.1.2 Coastal Community Group – Draft Plan Silloth on Solway.

The contents of the documents had been **noted without comment.**

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

- 9.2.1 CALC Circular for February and March.
- 9.2.2 Wicksteed Playgrounds product information.
- 9.2.3 United Utilities News
- 9.2.4 North West Coastal Access Monthly Update.
- 9.2.5 Northern Gas Networks - details of open day on 28th April 2016.
- 9.2.6 CALC – new website.
- 9.2.7 Solway Coast AONB – Events update.
- 9.2.8 Allerdale BC – notification of three tier meeting at Cockermouth on 24th March 2016.
- 9.2.9 Tower Mint Ltd – HM Queen Elizabeth II 90th Birthday Commemorative Medal.
- 9.2.10 West, North and East Cumbria Success Regime Progress report.
- 9.2.11 Environment Agency / NFU Water Level Management Board Newsletter.
- 9.2.12 ACT Gazette – Spring 2016

Cllrs agreed to continue to complete the agenda.

10 Any items of information...

10.1 brought by members

Cllr Hutton mentioned the issue of AONB membership and the clerk said he would make enquiries.

10.2 brought by Borough Councillor

Cllr Hodgson sought confirmation on progress from Cllrs on several local faults to lighting, signage and grit bins that he had reported. With regard to dog fouling he would request increased vigilance in Drumburgh from the Allerdale dog warden.

The budget had been passed by Allerdale BC which would lead to an increase in Council Tax. The Local Support for Council Tax was to be phased out.

He confirmed Cllrs Marley's view that some progress on the Internal Drainage Board proposal was being made.

The Chairman thanked him for his report.

10.3 brought by County Councillor

Cllr Markley had given his report earlier.

10.4 brought by the clerk

Changes to local re-cycling facilities had just been received and would be sent to Cllrs for information as it did not appear to be a matter for consultation.

11.1 Date of future meeting: Wednesday 13th April 2016 Grant Meeting at 7 pm at the Lindow Hall.

11.2 Date of future meeting: Wednesday 11th May 2016 at 6.30 pm at the Lindow Hall.

The above dates were **noted**.

The Chairman closed the meeting at 9.37 p.m.