

# Bowness-on-Solway Parish Council

## Minutes of the Meeting of the Council held on Wednesday 10<sup>th</sup> July 2019 in The Anthorn Village Hall.

**Present:** Chairman Carruthers

Councillors: Birkett, Coates, Evans, Graham, Harrington, Hinks, Hutton, Martin, Walker and Wills.

County Cllr Markley, Borough Cllr Hodgson.

Members of the public: None

Clerk: M. Abbs

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

No apologies for absence had been received by the clerk

#### 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 Birkett requested and received approval for a dispensation to speak for the Glasson Community Group with regard to item 5.5

#### DECLARATIONS OF INTEREST

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

Cllrs Martin and Birkett confirmed their declaration of interest with regard to item 8.1.4 and 8.2.3.

Cllr Birkett also declared an interest with regard to item 8.3.1

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 Annual General Meeting and the Parish Council Meeting held on the 15<sup>th</sup> of May 2019 and completed on 5<sup>th</sup> June 2019. – **approved and signed.**

### 3 Report on action taken

3.1 Report on action by members of the Council.

Including handling of complaint letter by the Chairman and Vice Chairman in consultation with the clerk. The Chairman advised Cllrs that a letter of complaint had been received and the clerk confirmed that Allerdale BC would be the regulatory body if necessary.

## Bowness-on-Solway Parish Council

3.2 Report from the clerk.

Delivery of Declaration of Disclosable Pecuniary Interest Forms to Allerdale BC.

The clerk confirmed that the all forms he had received had been delivered and that all appropriate notices relating to the audit had been posted locally and on the website. – **noted**.

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

**None.**

### 4 Correspondence

To review correspondence received and take any appropriate action.

4.1 BHIB – Confirmation of insurance renewal.

The clerk provided confirmation that the insurance had been renewed to 2020. – **noted**.

4.2 Rural Payment Agency and Council Agent.

Latest situation on submissions, entitlements and related correspondence.

The clerk advised that he received notice that an interim payment was likely to be made soon and the agent had confirmed that this year's claim had been submitted before the deadline. An invoice had been submitted for their work – see item 6.2.5.

4.3 Electricity North West – Electricity Supply situation for new dwelling at Glasson.

The clerk advised that the Council had been notified that work was due to commence and Cllr Birkett updated Cllrs on progress. – **noted**.

4.4 HSBC – changes to terms and pricing.

The clerk advised that the changes were unlikely to have any impact on the Council. - **noted**.

4.5 Defibrillator update including e-mail from Cumbria CC.

Cllr Birkett confirmed that a defibrillator had now been installed in Glasson. The clerk advised that the Community Group had notified him that progress was being made in Anthorn and it was hoped that a defibrillator would be installed soon. - **noted**.

4.6 Citizens Advice Allerdale – request for support.

This was **noted without action**.

4.7 Port Carlisle Village Hall – letter concerning the decline of the earlier grant application.

The letter of complaint following the decline of the grant application was considered and discussed.

The Chairman notified Cllrs of the advice she had received from CALC and Cllrs **agreed** to uphold their previous decision to decline the grant application. Applications for new projects from the group would be welcomed and considered in the future. The clerk would write accordingly.

County Cllr Markley arrived.

### 5 New business

5.1 **To receive** Community reports:

Cllr Graham provided an update from the Bowness Community Group: Radio Cumbria had visited during a skiff building session. Cllr Martin confirmed that the Carnival had gone well. The total amount raised was not yet known.

Cllr Birkett had no news to report from Glasson but was aware that some parishioners in Drumburgh wanted a cattle grid. Cllr Hinks advised that this had been requested previously. Cllr Carruthers asked if he was aware of the anti-social behaviour in the playground? He was unaware of any and none had been brought to his attention.

5.2 Possible consideration of External Audit documents and examination of any matters arising,

The clerk confirmed that the required papers had been submitted to the auditor who had very recently asked for clarification/more information. He would submit a response with the assistance of the Chairman and Vice Chairman. -**noted**.

5.3 Audit and Transparency Regime / Parish Website – update from clerk.

The clerk confirmed that necessary audit information had been posted on the website. A meeting was planned with Mrs Lewis to discuss the website.

## Bowness-on-Solway Parish Council

5.4 Bench and Noticeboard purchase update.

Cllr Hinks confirmed that a new noticeboard for Bowness had been ordered and delivery was expected soon. – **noted**.

Cllr Harrington advised that he had received a request for a bench at Cardurnock. Cllrs **agreed** to this suggestion and he was asked to take this forward with the clerk and report further at the next meeting.

5.5 Glasson playfield and green grass cutting concerns and request for clarification re posts and land ownership.

Cllr Martin raised a question about the insurance of the playpark and gave documentation to Cllr Hinks which she said she would look into. Cllr Hinks updated Cllrs on the situation concerning the legal work being carried out by the solicitor concerning the legal title. Insurance implications and inspection requirements were explained. The situation and need to update the lease was explained. Following discussion, Cllrs **approved** the drawing up of a completely new lease for the playground with the Glasson Community Group (Cllr Birkett did not vote having declared an interest). The clerk **was instructed** to write to the Community Group requesting information which would enable this to be taken forward. Borough Cllr Hodgson arrived.

5.6 Parish Assets – current position concerning the legal review and previously authorised actions. (See item 5.5) Cllr Hinks confirmed that the authorised legal work was progressing.

5.7 Flood Warning signs review. Discussion and possible decision.

Having inspected the signage Cllrs **agreed** that they need to be retained.

5.8 Local concern over speeding vehicles.

Cllr Walker commented that every village in the Parish was affected by speeding vehicles but advised that she had reported the issue to PCSO Nichol with regards to Anthorn. The clerk was **instructed to follow this up** with the County Council and request a traffic survey.

## 6 Finance

### 6.1 Information

6.1.1 **To approve accounts** to 31<sup>st</sup> May 2019 and 30<sup>th</sup> June 2019 (available at meeting). – **approved**.

6.1.2 **To note** HMRC VAT repayment update.

The clerk provided an update of the difficulties being encountered by him and other parishes in carrying out the VAT reclaim following the introduction of a new system by HMRC. He hoped to report more positively on developments at the next meeting. **-noted**.

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

6.2.1- Clerk's salary **£715.00 – approved**.

6.2.2 - Expenses: post etc £22.22 Telephone & broadband = £25.48, travel *38 miles@36p*= £13.68

**Total £61.38 – approved**.

6.2.3 – Cllr Carruthers: chairman's allowance **£30.00 – approved**.

6.2.4 - CGM Grass cutting – VAT (£117.92) inclusive Invoices: **£707.48 – approved**.

Invoices for later cuts may be brought to the meeting. No further invoices were brought.

6.2.5 – H & H Land & Property Ltd – Professional Services – (£150 + £30 VAT) **£180.00 – approved**.

6.2.6 - Solway Direct - bench purchase (VAT £70.60) **£423.60 – approved**.

## 7 Highways

7.1 – Any local developments.

Possible update on cattle grids and signage.

The clerk updated Cllrs on a request for further clarification/information he had received from the County Council Highways Department. Following discussion Cllrs were **agreed** that the Parish Council did not own or maintain the bus turning circle in Bowness. The clerk said he would respond accordingly.

# Bowness-on-Solway Parish Council

## 8 Planning

### 8.1 Applications outstanding with Allerdale BC

8.1.1 – HOU/2019/0227 Single storey rear extension, Hazeldene, Port Carlisle

(John and Anne-Marie Loizou & Weller)

8.1.2 - LBC/2019/0005 Listed building consent for single storey rear extension, Hazeldene, Port Carlisle

(John and Anne-Marie Loizou & Weller)

8.1.3 – HOU/2019/0133 Change of use of agricultural land to caravan park extension including associated drainage infrastructure. Cottage and Glendale Caravan Park, Port Carlisle. (Mr Andrew Warnes, Callaly Leisure Ltd).

8.1.4 – FUL/2019/0122 Retention of existing office structure for use as an A1 shop, Bowness House Farm. (Hunter Contracts North East Limited)

The above were **noted**.

### 8.2 Applications dealt with under standing order

8.2.1 – HOU/2019/0101 Single storey detached garage, Hazeldene, Drumburgh. (Mr J Hallam)

The clerk advised that there had been no objections.

8.2.2 – HOU/2019/0133 Change of use of agricultural land to caravan park extension including associated drainage infrastructure. Cottage and Glendale Caravan Park, Port Carlisle. (Mr Andrew Warnes, Callaly Leisure Ltd).

The clerk confirmed that the Council had responded with concerns but not an objection as it was assumed that further papers would be forthcoming.

8.2.3 – FUL/2019/0122 Retention of existing office structure for use as an A1 shop, Bowness House Farm. (Hunter Contracts North East Limited)

The clerk confirmed that there had been no objections.

The above were **noted**.

### 8.3 Applications decided by Allerdale BC

8.3.1 – HOU/2018/0213 Two storey extension to provide additional living accommodation. Paddock Cottage, Glasson. (Miss K Birkett) – full plans approved.

8.3.2 – HOU/2019/0101 Single storey detached garage, Hazeldene, Drumburgh (Mr J Hallam). – full plans approved.

The above were **noted**.

### 8.4 Applications for discussion by this meeting

None – **noted**.

## 9.1 Documents received for comment

None – noted.

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

9.2.1 CALC Circulars.

9.2.2 Creative Play product information.

The above were **noted**.

## **Bowness-on-Solway Parish Council**

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

#### **10.1** brought by members

Cllr Evans requested details of the letter of complaint (see item 3.1).

The Chairman advised that advice had been sought and received and it was appropriate, and legally advisable, not to disclose the contents of the letter. Cllr Hutton stated that he was aware of the contents of the letter, and the clerk and Chairman stressed that the contents had not been released by the Council. Cllr Coates advised that there was a shortage of dog waste bins in Port Carlisle. Cllr Hodgson said he would look into this.

#### **10.2** brought by Borough Councillor Hodgson

Cllr Hodgson, assisted by Cllr Markley, updated Cllrs on the suspension of re-cycling collections in the Parish. A situation likely to remain for up to two months.

#### **10.3** brought by County Councillor Markley

Cllr Markley had no additional information to give.

#### **10.4** brought by the clerk

The clerk gave the Police report.

#### **10.5** **Date of next meeting:** Wednesday 11<sup>th</sup> September 2019 at 7 p.m. in the Lindow Hall Bowness.

**Please note the November meeting will be on Wednesday 13<sup>th</sup> November 2019 at 7.00p.m. in the Bower, Port Carlisle.**

**The dates were noted, and the Chairman closed the meeting at 9.10p.m.**