

Bowness-on-Solway Parish Council

7th May 2019

Dear Member,

Your attendance is required at the meeting of the Parish Council to be held on Wednesday, 15th May 2019 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 10th April 2019.

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)

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4 Correspondence

To review correspondence received and take any appropriate action.

- 4.1 Coleville Ground Maintenance – confirmation of insurances and cutting of small area of additional Parish land.
- 4.2 Parish Assets – current position concerning the legal review and previously authorised actions.
- 4.3 Letter from parishioner requesting the removal of old marsh signage.
- 4.4 RPA – Environmental Stewardship Claim Form Acknowledgement.
- 4.5 Historic England - Bowness War Memorial designation notification.
- 4.6 St Michael's Church PCC – Graveyard extension update.
- 4.7 Sustrans - interpretation panel for Bowness on Solway.

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 Glasson Village Green improvements. Discussion and possible action.
- 5.6 Council noticeboards and seats. Possible decision on replacement.
- 5.7 Distribution of Parish Council minutes.
- 5.8 Issues arising from the election.

6 Finance

6.1 Information

- 6.1.1 **To approve** annual return: governance statement.
- 6.1.2 **To approve accounts** 31st March 2019
 - print-out of Receipts & payments book; 3-year comparative summary;
 - bank reconciliation & explanation of variance;
 - bank statements to 31st March 2019
- 6.1.3 **To approve** annual return: accounting statements
- 6.1.4 **To note** report of internal auditor.
- 6.1.5 **To approve** accounts to April 30th (available at meeting).
- 6.1.6 **To note** Information Commissioner: confirmation of registration renewal to 6/4/20.
- 6.1.7 **To note** VAT return: refund to be submitted for 2018/2019 **£1025.24**
- 6.1.8 **To note** Allerdale BC: precept: instalment 1 - **£9392**
- 6.1.9 **To note** United Utilities: Wayleave payments **£40.89**
- 6.1.10 **To note** via CALC – confirmation of S.137 spending limit of £8.12 per elector for 2019/20.

6.2 Payments: to approve the following payments:

- 6.2.1- Clerk's salary **£715**
- 6.2.2 Clerk's Expenses: post etc. £2.01, Telephone + broadband £25.48, travel 136.33 *miles*@36p= £49.08
Total £76.57
- 6.2.3 - Information Commissioner: by direct debit and confirmation of renewal of registration **£35.00**
- 6.2.4 - BHIB Insurance: renewal premium **£311.70**
- 6.2.5 - A N Other: chairman's allowance **£30.00**
- 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 2019/20 – **£218.99**
- 6.2.9 - CGM Grass cutting – £294.78 + £58.96 VAT = **£353.74**
- 6.2.10 - **To consider** grant requests made at the April Parish Council Meeting from:
 - 6.2.10.1. Glasson Community Association requesting - **£563.16**
 - 6.2.10.2 St Michael's PCC requesting **£612**

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6.2.10.3 Anthorn Sports Club - requesting **£400**

6.2.10.4 Bowness on Solway Community Group requesting:

a. (First Responders) requesting £4500

b. (Movie Screening) requesting £750

c. (Carnival) requesting £250

d. (Skiff Trailer) requesting £718.50

6.2.10.5 Port Carlisle Village Hall requesting £500

6.2.10.6 Lindow Hall requesting £2500

6.2.11 Thorpe Trees – tree purchase (VAT £21.88) **£131.26**

6.2.12 Cartmell Shepherd – invoice for property matters (VAT 155.00) **£1076.30**

7 Highways

Update on local highways.

8 Planning

8.1 Applications outstanding with Allerdale BC / Cumbria CC

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

8.1.2 - 2/2018/0566 Erection of a single span portal framed implement/workshop building Barnfield, Glasson, Wigton (Mr J Birkett).

8.2 Applications dealt with under standing order

8.2.1 – HOU/2019/0042 Erection of artist's studio, Linden House, Bowness on Solway (Miss Alison Critchlow)

8.3 Applications decided by Allerdale BC / Cumbria CC

8.3.1 – 2/2018/0188 Response to amendments - Outline application for 8 bungalows, Field adjacent to Millgrove, Glasson. (Mrs Jane Stewart) – outline application approval.

8.3.2 – Removal of conservatory and erection of replacement conservatory plus construction of new timber decking area to the side of the property, Kenley Cottage, Anthorn. (Mr and Mrs Lowe). – permission granted.

8.3.3 – HOU/2018/0230 Removal of front wall to make access, The Binnacle, Port Carlisle. – permission granted.

8.3.4 Cumbria County Council – Confirmation of footpath No 214012 diversion at Anthorn. – permission granted.

8.4 Applications for discussion by this meeting

8.4.1 – HOU/2019/0227 Single storey rear extension, Hazeldene, Port Carlisle (John and Anne-Marie Loizou & Welller)

8.4.2 - LBC/2019/0005 Listed building consent for single storey rear extension, Hazeldene, Port Carlisle (John and Anne-Marie Loizou & Welller)

9.1 Documents received for comment.

None

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

9.2.1 CALC Circular

9.2.2 Zurich Insurance service details.

9.2.3 Merchant Navy Day 3.9.19 information.

9.2.4 HAGS Product Information.

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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 10th July 2019 at 7 p.m. in **Anthorn Village Hall**.

Note 1: This date and others until May 2020 dependent on the decision at the AGM on item 5.

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