



WINDERMERE & BOWNESS TOWN COUNCIL

Representing the interests of the communities of Windermere, Bowness and Troutbeck Bridge

You are summoned to attend the **Annual Meeting** of Windermere & Bowness Town Council to be held via Zoom on 5th May 2021, at 7pm

Julie Hartley

Mrs Julie Hartley, Town Clerk

30th April 2021

AGENDA

1. **Apologies and absence:** To receive apologies and note absence.
Council will consider a further request for leave of absence from Cllr Mike Stafford until 7/21.
2. **Election of Town Mayor:** To elect the Town Mayor of the Council for the forthcoming year, and receive the new Town Mayor's Declaration of Acceptance of Office.
The current mayor will relinquish office and the remainder of the meeting will be chaired by the new mayor.
3. **Election of Deputy Mayor:** To elect the Deputy Mayor of the Council.
4. **Item to be discussed in private session:** Members will be asked to approve the proposal to discuss the co-option of a Town Councillor in private session due to the personal content.
5. **Representatives on organisations and committees:** To appoint Town Council representatives:
Internal Groups:
 - a) Planning sub-committee
 - b) Policy & Finance Advisory Group
 - c) Public Facilities (Toilets) Advisory Group
 - d) Communications Advisory Group
 - e) Parks & Open Spaces Advisory Group
 - f) Health & Welfare Advisory Group
 - g) Orrest Head & Elleray Woods Advisory Group
 - h) Community Liaison Advisory Group
 - i) Windermere in Bloom Project Group
 - j) Longlands Project Group
 - k) Car Parking Project Group
 - l) LGR Project Group**External Representation**
 - a) SLDC, Lake Administration Committee
 - b) Ferry Advisory Group (CCC)
 - d) Cumbria Association of Local Councils - South Lakeland Committee
 - e) Goodly Dale Cottage Homes (4 year term)
 - f) Lakes Line User Group (& Community Rail Partnership)
 - g) Windermere Youth Project
 - h) Ladyholme Community Centre
 - i) Bowness and Windermere Community Care Trust
 - j) Bowness and Windermere Chamber of Trade
 - k) Marchesi Centre

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- l) Windermere Endowed Schools
 - l) St Mary's Surgery Patient Group
 - n) 597 Bus Group
 - o) Bowness & Windermere Forward
 - p) Town Twinning
 - q) 2021 Visitor Strategy Group (LDNPA, CCC, SLDC etc)
 - r) Windermere Gateway
 - s) A592 Project representative (CCC Highways)
6. **Minutes:** To authorise the Mayor to sign the minutes of the Annual Parish Meeting and Full Council Meetings held on 14th April 2021.
 7. **Planning Minutes:** Town Council will be asked to receive the minutes of the Planning sub-committee held on 28th April 2021.
 8. **Declarations of Interest:** To receive declarations by Members of interests in respect of items on this agenda. Councillors will also be reminded that they need to check and update (if necessary) their declaration of interest forms).
 9. **Requests for Dispensations:** To consider any requests received for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.

INFORMATION

10. **Public Input:** Members of the public have the opportunity to make statements and ask questions of the Council (3mins is the maximum allowance).
11. **Mayor and Member Announcements:** To receive announcements by the Mayor and other council members.
12. **District and County Councillors' Reports:** To receive updates from County Council and District Council Members.
13. **Clerk's Report:** To receive the Clerk's Report, note items of correspondence and progress with work-plan.
14. **Elleray Woods Advisory Group held on 13th April:** Council will be asked to note the minutes of this site visit.

ITEMS OF BUSINESS

15. **Policy & Finance Advisory Group:**

To review and accept the minutes from the meeting held on 29th April 2021 and approve recommendations as follows:

- a) Finalisation of Council structure recommendations (attendance at Policy & Finance Advisory Group)
- b) Closure of Holehird
- c) Council agenda papers distribution
- d) Windermere Christmas Celebration 2021
- e) 20MPH Campaign

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FINANCE/PROCEDURAL

16. General Power of Competence: The Town Council will declare that it meets the conditions needed to exercise the General Power of Competence in the forthcoming civic year.

17. Invoice Payments:

a) To authorise payment of the invoices detailed on the Orders for Payment listing.

18. Year End Accounts for financial year 2018-19:

The Town Council will be asked to review and authorise the following statements:

- a) Fixed Asset Register
- b) Risk Register
- c) Internal Audit report 2020-21
- d) Annual Governance Statement 2020-21
- e) Accounting Statements 2020-21

The Accounts will be made available for public inspection during the statutory period of Monday 14th June to Friday 23rd July 2021.

19. Internal Audit:

The Town Council will be asked to review the effectiveness of the Internal Auditor and to re-appoint Margaret Lees as Council's Internal Auditor for the 2021-22 Accounts.

The Mayor will conclude the public session of the meeting and the following item will be discussed in private:

20. Co-option:

Council will be asked to approve the co-option of a new councillor, following the advertisement of the vacancy arising from the retirement of Sandra Lilley.

21. Dates of Next Meetings:

To note dates of forthcoming meetings as follows, starting at 7pm:

Wednesday 19th May 2021: Planning sub-committee (Langstone House)

Wednesday 9th June 2021: FULL COUNCIL CANCELLED

Wednesday 23rd June 2021: Planning sub-committee (Langstone House)

Thursday 1st July 2021: Policy & Finance Advisory Group (tbc)

Wednesday 14th July 2021: Full Council (Marchesi Centre)

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