



# WINDERMERE & BOWNESS TOWN COUNCIL

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

You are summoned to attend the **Meeting** of Windermere & Bowness Town Council to be held on  
Wednesday 15<sup>th</sup> November 2023 at Langstone House, Broad Street, Windermere at 7pm

*Sally Parkyn*

**Mrs Sally Parkyn Town Clerk**

10<sup>th</sup> November 2023

## AGENDA

1. **Apologies and absence:** To accept apologies and note absence.
2. **Minutes:** To authorise the Mayor to sign the minutes of the Council meeting held on 11<sup>th</sup> October 2023
3. **Planning Minutes:** Town Council will be asked to receive the minutes of the Planning sub-committee meeting held on 18<sup>th</sup> October 2023.
4. **Declarations of Interest:** To receive declarations by Members of interests in respect of items on this agenda.
5. **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.
6. **Items to be taken in private session:** To agree to discussing agenda item on Longlands Recreation Area in private session, after the close of the meeting, due to the confidential content.
7. **Public Input:** Members of the public have the opportunity to make statements and ask questions of the Council (3mins is the maximum allowance).
8. **Mayor and Member Announcements:** To receive announcements by the Mayor and other council members.
9. **Westmorland & Furness Councillors' Reports (W&FC):** To receive updates W&FC Members.
10. **Advisory Group Reports:** To receive updates from the leads of advisory groups
11. **Clerk's Report:** To receive the Clerk's Report on progress with workload and projects.
12. **Finance:**
  - a) To authorise payment of the invoices detailed on the Orders for Payment listing.
  - b) To view the the budget monitoring position for the first 7 months of the financial year.
  - c) To approve the Local Government Services Pay award and salary calculation.
  - d) To approve a budget of £200 for the purchase of two reusable Town Council Roller Banners and refreshments for the community drop-in evening
13. **Policy & Finance Advisory Group held on 2<sup>nd</sup> November 2023**

Councillors will be asked to note the minutes of the meeting and to approve the following:

Toilets:

  - a) That the Broad Street men's toilet be closed over winter and the ladies operated as a unisex facility while the clerk investigates the cheaper door lock mechanism to replace the paddlegate.
  - b) That Cllr Heffernan assist the FO in finding a suitable alarm system to discuss at the January Policy and Finance meeting.
  - c) That the FO put up a notice regarding the emptying of cassette toilets and the clerk follow up with Westmorland & Furness Council and the National Park about the proposal to put chemical toilet disposal facilities in place.

- d) That the clerk investigate a “disaster plan” for the toilets should another event like Covid mean the reserves were used up to prevent them becoming a drain on the wider council reserves.
- e) That the clerk and FO investigate, through W&FC and other sources, grant funding for the refurbishment of the Glebe Toilets.

Finance:

- a) That the clerk ask both the legal and financial teams at W&FC to explain the issue of the district footway lighting charge to ensure that it is being used correctly and ensure that the increase we request is the percentage shown on the council tax forms.
- b) That the council accept the draft budget and request a 4% increase in the precept (provided that it will appear as that figure on the council tax forms).

Grant Applications:

- a) Marchesi Roof grant to decide or defer. Note: Policy & Finance recommended deferring until January P&F however the full financial information now available.

Windermere Christmas Lights and other festive events:

- a) That a £5000 budget be set to investigate lighting options. This will initially be carried out by the FO, with support from Councillors, if it can be done within her working hours.
- b) That Christmas light planning begin in January 2024.
- c) That the Drop in Evening be used to consult the community on what they would like to see.
- d) That a working group be set up in January to consider the different options and how they could be carried out.

Elleray Woods:

- a) That the level of the general contingency fund be raised to £10000.

Town Steward Succession Planning:

- a) That a sum allowing for a handover period be included in the 2024-5 budget which can be returned to the reserves if not needed.
- b) That an up-to-date job specification be drawn up by April 2024.
- c) That a working group be set up at AGM 2024 to oversee the process of finding a new Town Steward.

Langstone House:

- a) That a £10k reserve be created for the proposed office relocation should it occur.

Community Drop in Event:

- a) The clerk to purchase 2 roller banners which can be reused.
- b) The clerk with support to create PowerPoint and leaflet for use on the night.

**14. Code of Conduct:**

To adopt the new Code of Conduct from Westmorland & Furness Council.

The Mayor will conclude the business in public and move into private session for discussion of the following item:

**15. Longlands Recreation Area:**

- a) Clerk to clarify the legal situation with the lawyer and CALC and report to Full Council.
- b) £20k be put in a development fund to start the process. This matches the sum given to the Windermere Queen’s Park redevelopment and was agreed previously.
- c) The clerk to research community consultation methods and feed back to the Parks and Open Spaces group to decide on their approach.

**Dates of Next Meetings:**

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

Wednesday 29<sup>th</sup> November 2023: Planning sub-committee: Langstone House.

Wednesday 6<sup>th</sup> December 2023: Full Council: Langstone House