

AG E N D A
Ordinary Meeting of Bowes Parish Council on
Tuesday 15 September 2026 at 7.30pm at Bowes Hutchinson's School

1. **Apologies and declarations of interest** – if any.
2. **Minutes** of the Annual General Meeting held Tuesday 14 July for approval. See [Appendix A](#).
3. **Actions arising from the previous meeting** (unless dealt with later in agenda)
The Chair will provide an update on any interest in being co-opted on to the Council and the response to the Gallow Hill planning application. The Clerk will provide an update on the proposed amendments to the bank mandate.
4. **Finance & Accounts – See summary below**
 - (a) Receipts since last meeting
 - £ 125.00 Memorial Fee -Teesdale Memorials
 - £ 112.01 Investment Interest (July)
 - £ 112.01 Investment Interest (August)
 - (b) Expenses since last meeting
 - £448.00 Insurance Premium – Zurich
 - £270.00 Grass-cutting (2 cuts) – R Toward
 - £11.99 Email accounts DD (July) – Hugo Fox
 - £11.99 Email accounts DD (August) – Hugo Fox
 - £7.00 Bank Charges (July)
 - £7.00 Bank Charges (August)
 - (c) Payments to approve at the meeting – £601.20 Clerk salary Q2 26/27 – R Woodley
 - £252.00 25/26 external audit – BDO
 - £150.20 PAYE Q2 26/27 – HMRC
 - £135.00 Grass-cutting (1 cut) – R Toward
 - (d) Retrospective approval of urgent payments – all the expenses at (b) above were approved at the June 2026 meeting, or in the case of bank and email charges are monthly contractual payments.
 - (e) Budget Monitoring to 31 August 2026 (month 5)
See [Appendix B](#) for receipts and payments at month 5 of 2026/27 compared with the profiled budget. This indicates a 4% (£1,765) underspend against the profiled budget.
However, this is due to the payments awaiting approval at item 4c above (£1,138) and the unpredictable timing of cemetery and village repairs and maintenance, with all now expected in the second half of the year.
Accordingly, the Clerk forecasts a break-even outturn leaving reserves at £38,500 in line with the approved 2026/27 budget.
 - (f) See [Appendix C](#) for the bank reconciliation at 31 August (month 5). This shows the balances on the Unity Trust bank accounts (£12,590) reconcile to the cash book without any reconciling items. It also shows the £32,000 long-term investment with Redwood Bank as a memorandum item.
 - (g) The Council's external auditors (BDO) issued an unqualified opinion on the Council's Annual Governance and Accountability Return on 26 August 2026. BDO completed their limited assurance review without the need for any queries. Their report included a boilerplate '*other matter*' stating that "*In the prior year the smaller authority was exempt from review. We have not reviewed any evidence to support the prior year comparatives in the Accounting Statements.*"

5. **Planning**

There are two extant planning applications within the Bowes Parish Council boundaries since the previous meeting. The first relates to a proposed new farm building. The second relates to new vehicular access to a property in the village. A third planning application to replace windows at Dotheboys Hall has already been approved.

6. **Correspondence**

(a) The Planning Inspectorate wrote to the Council explaining that as the Council were not identified as a statutory consultee, they were unable to formally comment on and publish the Council's feedback on the scoping study. However, the Planning Inspectorate subsequently published a 60-page Scoping Opinion, which included a response to many of the issues raised by the Council. The Hope Moor Project Team have informed the Council that they are still considering the extensive feedback received and will discuss their response at a meeting of the Community Liaison Group on 23 September.

(b) Brity (a first aid training provider) contacted the Clerk asking the Council to display a poster on its website and / or noticeboard showing the location of defibrillators in the village with advice on what to do in a cardiac emergency. The Clerk advises the Council to consider this request.

(c) SLCC and CDALC have informed the Council that the 2025/26 local government pay award has now been accepted by the unions. The award backdated to 1 April 2026 is 3.3%, which is slightly above inflation but below the 5% budgeted. The salary presented for approval at 4c above includes this pay award and the associated backpay for quarter one.

7. **Cemetery & Village maintenance**

There are no matters for consideration at this month's meeting.

8. **Allotments**

(a) An allotment holder has complained about the dry condition of the allotments, which he attributes to a drainage pipe that diverts water from the moors to a gutter before reaching the allotments. He would like the Council to consider removing the pipe to improve irrigation. However, the Council should consider the unpredictability of climate change. Although this summer has been exceptionally dry, most forecasts predict an exceptionally wet winter. Removing the pipe could result in the allotments being waterlogged if these forecasts are accurate.

(b) The Clerk received a request to be added to the allotment waiting list from a Lartington resident. The Clerk informed the applicant of the Council's allotment policy, which is to only consider applications from non-Bowes residents where there are vacant plots, which is not currently the case.

9. **Play Park**

To consider the latest inspection sheet for the playground.

10. **Footpaths**

Cllr White to update the Council on the contractor's progress to date in undertaking the approved P3 footpath works for 2026/27.

11. **AOB (for discussion only)**

12. **Date, time, and venue of the next meeting**

The Council agreed a 2026/27 meeting timetable at the Annual General Meeting in May 2026. The next meeting is scheduled for 13 October 2026.