

**MINUTES OF THE MEETING OF
BOLTON BY BOWLAND, GISBURN FOREST & SAWLEY PARISH COUNCIL
HELD ON 1st APRIL 2019 at BOLTON by BOWLAND VILLAGE HALL,
commencing at 7.58pm, following the Annual Parish Meeting**

Present: Cllr. H. Fortune (Chairman) Cllrs. A. Clements, A. Foster, L. Holt, E. Twist, E. Moorhouse, M. Walsh,
Also in attendance; Borough Councillors R. Elms, R. Sherras one resident, Parish Lengthsman & the Parish Clerk
Chairman welcomed all to the meeting and informed all that one person was recording the Meeting.

1. To receive and approve apologies for absence

1.1 Apologies had been received from Parish Councillors C. Curry, R. Park, I. Willock, P. Wilson & it was **RESOLVED** that these apologies be accepted and approved

2. To receive declarations of pecuniary or personal interest

2.1 There were No Declarations made

3. Adjournment for Public Session (Max 3 minutes per person)

Public

3.1 There were no matters brought forward by members of the public

4. To resolve to confirm the Minutes of the Previous Meeting held on 4th March 2019

(on website)

4.1 The Minutes of the Meeting held on 4th March 2019 had been circulated and it was **RESOLVED** that those Minutes be accepted and approved

5. Any Matters arising from the minutes not covered on this Agenda

FOR INFORMATION ONLY

- Variation to Terms of Licence for Beat Herder Festival site
- Correspondence regarding Flooding, especially Acresfield Corner
- Members to note that, following clarification on Policy, Insurance Policy has been renewed, no additional premium required.

5.1 An application to extend the Premises Licence for Beat Herder Festival had been circulated, but members had no objections to the application.

5.2 Chairman informed members that he was still awaiting photos of the flooding, in preparation for contacting LCC Highways about this matter.

6. To consider any response to be made to Planning Applications

- 3/2019/0139 Corgill Farm, Holden Lane - convert barn to a granny annex
- 3/2019/0169 Keys Cottage, 6 Main Street Bolton by Bowland - roof works to a Listed Building
- 3/2019/0201 The Old Brew House, Gisburn Road Bolton by Bowland - porch & single storey extension

6.1 Details for all of these applications had been circulated and there were no objections to be submitted.

7. To receive and consider Parish Lengthsman's Report since March Parish Council meeting

7.1 Parish Lengthsman's Report was read and approved.

7.2 Lengthsman's Contract had been updated to reflect new fees & hours and was duly signed.

7.3 Lengthsman was asked to investigate flooding near Closes Hall Lodge, Gisburn Road by digging out the roadside ditch, which he agreed to do.

8. To consider and approve any comments or observations to be made regarding Craven District Council Planning Application ref. 42/2016/17496 - Land to West of Hellifield, Skipton BD23 4HS - Leisure Centre & 300 lodges

8.1 Chairman informed that he had been contacted by a Long Preston Councillor regarding this major development application in the neighbouring authority. Members were informed that the application had recently been refused, but the applicants may appeal.

9. To consider and approve any amendments to Standing Orders / Code of Conduct / Financial Regulations / Risk Assessment / Asset Register/ Complaints Procedure / Grievance Policy

9.1 These documents had all been circulated by email prior to the Meeting for review. It was **RESOLVED** that Standing Orders / Code of Conduct/ Complaints Procedure / Grievance Policy be approved with no amendments.

RESOLVED that, following Parish Council Elections, Finance Working Party meet to review and amend the Financial Regulations / Risk Assessment / Asset Register which were considered to be overly complex.

10. To consider and approve any actions for Broadband feasibility study across the Parish. (Members have requested that this remain as an agenda item until further notice).

10.1 Members noted this item, but had no update.

11. Accounts

a. To approve Bank Balance

b. To review & approve current financial position Actual vs. Budget

c. To consider and approve any financial support for The Little Green Bus Company

d. To consider and approve any financial support for planting in Tosside

e. To approve Invoices for payment (with details) since March meeting

11.1 Bank balance was reported as £22,679.45

11.2 Current Actual vs. Budget had been circulated and was noted without comment.

11.3 Members were informed that £150 donation had been sent in 2017, and £100 in 2018 and it was then **RESOLVED that a donation of £125.00 be sent in support of The Little Green Bus Company, under Section 137.**

11.4 Tosside members had requested support for planting at the Village Hall. Following discussion, it was **RESOLVED that a sum of £600 be approved for planting (£200 for each village), Clerk to apply to Ribble Valley In Bloom Grant, then to liaise with Oaktrees Nursery.**

11.4 The following invoices were brought to members' attention for payment:

E-mango (website support & Annual Service Charge)	£345.60	Cheque 100881
Lancs. Ass. Of Local Councils (2019/20 subscription)	£209.07	Cheque 100882
Parish Clerk (net salary March 2019)	£163.30	Cheque 100883
HMRC (PAYE to 05.04.19)	£157.40	Cheque 100884
Parish Lengthsman backpay June 2018 to 04.03.19	£541.63	Cheque 100885
Parish Lengthsman inv 91	£392.00	Cheque 100886
Little Green Bus Company (donation Section 137)	£125.00	Cheque 100887

RESOLVED that the above payments be approved. Cheques were signed by Cllrs. Foster & Walsh.

12. To receive reports from meetings

a. Ribble Valley Borough Council Report by Borough Councillors Elms & Sherras

b. Area of Outstanding Natural Beauty Report -Borough Cllr. Elms

12.1 Cllr. Sherras reported that the Examiner's Report is awaited regarding allocation of housing sites.

Rimington has a new Pavilion which has been officially opened to much acclaim. It is expected that Borough Council Election count will take place on 3rd May, however Parish Council Election count may not take place until 7th May.

12.2 Cllr. Elms informed that AONB will have a meeting later in the month. Concern remains regarding funding, as this mostly comes from Europe & Brexit remains undefined.

13. Matters brought forward by members. NOTE THAT ANY OTHER MATTERS ARE FOR INFORMATION ONLY

13.1 Clerk reminded members of the email circulated regarding a request for possible cleaning sites in order to assist Ribble Valley Borough Council define a funding bid. No sites were identified.

13.2 Chairman read out a letter he had received from a resident that day by email. The contents were noted and the letter was to be circulated to all members by Parish Clerk.

14. Date of next Meeting Monday 13th May 2019 at Tosside Village Hall (following Parish Council Elections on 02 May 2019)

Chairman thanked all for their attendance and closed the meeting at 8.42pm