

**BOLTON BY BOWLAND, GISBURN FOREST AND SAWLEY PARISH COUNCIL**

**MINUTES OF THE MEETING OF 11 MAY 2026**

**HELD AT BOLTON BY BOWLAND VILLAGE HALL AT 7.30 PM**

**Present:** Cllrs A Yates (Chair), M Brennan, L Marsden, S Mitchell, A Murphy, R Veitch,  
Clerk and three members of the public

**1. To receive and approve apologies for absence**

Apologies for absence had been received from Cllrs S Whittaker and P Wilson

**2. To receive declarations of pecuniary or personal interest**

None

**3. Adjournment for public session**

None

**4. To resolve to confirm the Minutes of the Parish Council meeting held on 17 March 2026**

The Minutes of the meeting held on 17 March 2026 were approved and duly signed by the Chair.

**5. Matters Arising not covered elsewhere on the Agenda – For Information Only**

**6. To consider any response to be made to planning applications**

It was resolved that there were no objections to the following planning applications:

3/2026/0145 Park View Barn, Bolton by Bowland

No objections

3/2026/0168 19 Browgate, Sawley

No objections

3/2026/0103 Old Sawley Grange, Sawley

No objections

It was noted that Ribble Valley BC had again refused the application for a pet crematorium at Dockber Farm, Sawley

**7. Accounts**

**To approve the bank balance as of 01 May 2026 of £63,576**

Approved by all

**8. To consider and approve any invoice payments due:**

|                         |                                    |           |
|-------------------------|------------------------------------|-----------|
| 1. Mrs C A Holmes       | January, February & March salaries | £716.20   |
| 2. NW Accountants       | Monthly fee                        | £15.00    |
| 3. Bolton by Bowland VH | Room hire (May 2026)               | £30.00    |
| 4. Hayden Fortune       | Reimbursement for plants/bulbs     | £187.00   |
| 5. Susan Whittaker      | Reimbursement for plants/bulbs     | £120.00   |
| 6. Sawley Village Hall  | Village Hall grant 2025/26         | £1,000.00 |

All of the above invoices were approved for payment.

It was agreed that a monthly Standing Order for £15.00 be set up in favour of NW Accountants with effect from May 2026.

It was agreed that all payments should be made by BACS wherever possible.

**9. To consider an update on the proposal for a Community Emergency Plan (“CEP”)**

It was reported that, when available, a copy of the draft Plan would be circulated to councillors and would be formally presented at a future meeting.

**10. To receive an update on the proposal for CCTV cameras in the parish**

It was noted that the possibility of remote cameras was being explored which had greater flexibility of location, including private houses and could also be managed remotely.

**11. To consider the adoption of an IT policy**

The Clerk explained that it was now a requirement that parish councils had an IT policy and a draft version had been circulated previously. The draft policy was unanimously approved.

**12. Matters brought forward by members – For Information Only**

The work undertaken for the parish council and the ward of Gisburn Forest during his years of service by former councillor Hayden Fortune was duly acknowledged by all Councillors.

It was known that an election to fill the subsequent casual vacancy in the Gisburn Forest ward had been called by the requisite number of electors. Cllr Murphy advised that this election would cost between £2-5K which was disappointing when there had been no previous expressions of interest in existing vacancies on the parish council.

Residents of Knotts Lane wished to have the whole lane resurfaced as there were so many potholes. The request will be passed onto LCC.

Cllr Murphy was prepared to offer more CPR training in each village, subject to interest, with the aim of training a further 80 people. There would be no cost to the Parish, other than the hires of the Halls. Members unanimously approved.

Summer planting in each of the villages was discussed. It was agreed that each village could claim £200 (with £100 for Holden) to plant summer plants or bulbs. Winter planting would be discussed at a future meeting as it was not felt to be as important as summer planting.

Cllr Brenan raised concerns over road safety in Sawley. LCC had rejected an previous request to reduce speed limits or alternatively install footpaths between the Spread Eagle and Village Hall. Cllr Brenan suggested the idea the providing painted pedestrian walkways as alternative. Members supported the initiative, and asked Cllr Brenan to further develop the ideas before presenting to LCC.

Finally, there was a discussion on the general maintenance of all Village verges, road signage and communal areas – and concerns that standards in some areas were not maintained, and there was a lack of consistency between Villages. Cllr Yates and the Clerk will arrange a meeting with the Lengthsman to discuss and agree upon priority areas.

It was noted that Himalayan Balsam was a problem on the stream in Bolton by Bowland and that May was the best month to tackle it. It was suggested that an approach be made to Bolton by Bowland YFC, the River Ribble Trust and the Yorkshire Fly Fishing Association, all of whom were known to assist with Balsam removal.

### **13. Date and venue of next meeting**

Thursday 04 June 2026 at 7.00 pm Meeting to approve the AGAR 25/26 Bolton by Bowland VH  
(one item Agenda only)

Monday 29 June 2026 at 7.30 pm June 2026 Parish Council meeting Sawley VH