

**MINUTES OF THE MEETING OF
BOLTON BY BOWLAND, GISBURN FOREST & SAWLEY PARISH COUNCIL
HELD ON 2nd DECEMBER 2019 at TOSSIDE COMMUNITY LINK,
commencing at 7.30 pm**

Present: Cllr. H. Fortune (Chairman) Cllrs. G. Curry, A. Foster, D. Glover, L. Holt, R. Park, E. Twist, S. Whitaker, K. Whitwell & P. Wilson

Also in attendance; Borough Cllrs. R. Elms, R. Sherras, 4 residents & the Parish Clerk

Chairman welcomed all to the meeting and noted that a Councillor was recording the meeting.

1 To receive and approve apologies for absence

1.1 Apologies had been received from Cllr. C. Curry and it was **RESOLVED** that those 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)

3.1 A resident from Tosside expressed concerns that the sight lines for drivers were now obscured by the new sign erected on B6478 by North Yorkshire Highways. Clerk was asked to report this.

3.2 The resident also noted that the Remembrance Sunday Service in Tosside took place at 3.00pm and he wondered if consideration might be given to altering this to 11.00am. It was noted that Tosside is a Shared Benefice.

4 To resolve to confirm the Minutes of the Parish Council Meeting, held on 4th November 2019 (circulated & on website)

4.1 The Minutes of the meeting held on 4th November 2019 had been circulated and, following a slight amendment to site of flooding actually at a point between entrance to Fooden Farm & Closes Hall Lodge, it was **RESOLVED** that the Minutes be approved and they were duly signed as correct.

5 Any Matters arising from the minutes not covered on this Agenda **FOR INFORMATION ONLY
Members to note that a further Mandate Form to remove a former signatory had been duly completed & sent to the Bank**

5.1 Members noted that a further Mandate Form had been submitted to the bank, but no other matters arose.

6 To consider any response to be made to Planning Applications

- **3/2019/0966 2 Southport Barn Cottages, Sawley BB7 4LE - replace front door**
- **3/2019/0975 The White House, Sawley Road, Sawley BB7 4LE -porch & replace conservatory**
- **3/2019/1039/1040 Sedgwicks Farm, Grunsagill Road, Tosside BD23 4SJ - (Listed Building) Windows, porch & conservatory alterations**
- **Clerk will update members on recent decisions**

6.1 The above Planning Applications had been circulated to members and no objections were to be submitted for any of those applications. Clerk informed members that Application 3/2019/0544 (Retention of Caravans at Ghyll Seeds Farm) had received approval, with conditions.

7 To receive and consider Parish Lengthsman's Report since November Parish Council meeting (circulated when received)

7.1 Parish Lengthsman's Report had been circulated prior to the meeting and it was **RESOLVED** that the Report be accepted and approved.

8 To consider and approve the Parish precept 2020/2021 **Members to note that a Draft Precept Report is attached, following discussions at the recent Finance Working Party Meeting**

8.1 A spreadsheet showing the current financial position against budget, with anticipated possible expenditure for the financial year to 31 March 2021 had been circulated to all PC members, and this had been discussed in detail at Finance Working Party Meeting held on 12 November 2019. Members agreed that expenditure would substantially increase as Lengthsman & Clerk were considered to be underpaid and Members wished to have funds in place for possible projects for the coming year but, if any projects could not be brought to fruition, a lowered Precept be requested for the following year. Clerk advised that the figure recommended of £33,000 for the precept was based on a number of possible scenarios, however that, as no specific project had been identified or costed, this figure was an over inflation and members needed to justify such an increase not only to all residents, but also to Ribble Valley Officers, if such a precept be ordered. It was then

RESOLVED that the Precept for the financial year to 31 March 2021 be set at £33,000, as recommended by Finance Working Party. Chairman & Clerk signed the order, Clerk to submit the order to Ribble Valley Council.

9 To consider and approve the adoption of BT phone box in Sawley for £1.00 and to approve any budget for refurbishment / adoption

9.1 Clerk informed members that following the recent consultation regarding BT phone boxes, she had requested that some be retained, as per previous Minutes. She had subsequently, within deadline and following a request from a Sawley PC member, added that Sawley BT box be possibly purchased for £1.00, subject to PC approval. Members were reminded that the box alone is taken over by this agreement, no equipment would be retained and the land on which the BT box stands is not part of the agreement. It was then **RESOLVED** that Parish Council apply to purchase the BT box in Sawley for £1.00. Clerk was to submit appropriate forms and Cllr. Foster agreed to look into refurbishment costs, for possible approval at a future Parish Council meeting.

10 To consider and approve the request for any financial support towards grass cutting the field in Bolton by Bowland adjacent to the Cricket Club pitch.

10.1 Cllr. G. Curry declared an interest in this agenda item, as a Cricket Club Committee Member. Following a motion duly put, it was

RESOLVED that a named vote be approved for any motion on this agenda item.

10.2 Following an enquiry regarding the validity of Parish Council's powers to give support to this request, Clerk had circulated the response from Society of Local Council Clerks, supported by Lancashire Association of Local Councils. These concurred that no direct power was in place, as the land was not under Parish Council's control, however that Section 137 power could possibly be used, if members considered sufficient benefit to be derived. Members discussed the matter and it was

RESOLVED that no financial support be given. Cllrs Foster & Glover supported this motion, all other Councillors abstained.

11 Accounts

a. **To approve Bank Balance £33,045.71 Members to note that Cllr. Foster has checked and approved reconciled bank figure to date**

b. **To consider and approve payments for invoices to date of agenda & any others received pre meeting;**

| | | |
|--|----------------|--|
| <u>Defib Store Ltd - replacement pads</u> | <u>£109.20</u> | <u>Prior approved and paid (for info)</u> |
| <u>Parish Lengthsman</u> | <u>£420.00</u> | <u>Jobsheet & invoice attached</u> |
| <u>Clerk net salary November</u> | <u>£168.50</u> | <u>exact figure will be confirmed at meeting</u> |
| <u>Oaktrees Nursery -Plants / bulbs for Sawley</u> | <u>£100.00</u> | <u>budget approved, Invoice now received</u> |

Society of Local Council Clerks subs £43.00 - 33% of membership, salary based

Plants / bulbs for Tosside £100.00 budget approved, exact invoice TBC
Plants / bulbs for BxB £100.00 budget approved, exact invoice TBC

11.1 Bank balance was noted at £33,045.71 and that reconciled bank figure had been checked and approved by Cllr. Foster.

11.2 Invoices put forward for approval were:

| | | |
|--------------------------------------|---------|---|
| Defib Store Ltd Replacement pads | £109.20 | Cheque No 100917 (approved under S.O.) |
| Parish Lengthsman (Inv to 26.11.19) | £420.00 | Cheque No 100918 |
| Parish Clerk net salary November | £168.30 | Cheque No 100919 |
| Oaktrees Nursery planting 2 villages | £200.00 | Cheque No 100920 TO BE SENT WHEN WORK COMPLETED |
| Society of Local Council Clerks | £42.00 | Cheque No 100921 33% of subs, salary based |

It was noted that bulbs / plants for Tosside had not been invoiced at the date of the meeting.

RESOLVED that the above cheques be approved for payment. Cllr. Glover would update Clerk when planters in Bolton by Bowland had been completed & the cheque was then to be sent.

Cllrs. Fortune & Twist signed cheques.

12. To consider and approve any actions regarding Government Guidance on Parish Council Website Accessibility & Statement - Members to note that information has been circulated from NALC & RVBC Officers

12.1 Clerk had circulated information recently received. Cllr. Foster had contacted E-mango who had advised that a simple approach could be taken and there were provisions for a proportional cost of assessment to allow for exemption. E-mango were preparing a simple Statement of Assessment which would be sent for approval.

13. 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**

c. **Ribble Valley LALC Parish Liaison Meeting 20th November - Cllr. Twist**

d. **Ribble Valley Borough Council Parish Council Liaison Meeting 21st November - Cllrs. Fortune & Twist**

13.1 Cllr. Sherras informed all that the Local Plan was moving forward, HED DPD had been approved, but would have little effect on this Parish. Ribble Valley staff were very busy in preparation for the General Election. Cllr. Elms informed that when Clitheroe Hospital was newly built, outreach centres were to be supported, however there was a possibility that this work may move to Burnley, which concerned members. It was further noted that NHS 111 phone number for medical emergencies which were not life threatening was less than satisfactory, causing concern for those in more isolated situations who required medical assistance.

13.2 Cllr. Elms had no specific matters to report regarding Area of Outstanding Natural Beauty.

13.3 Cllr. Twist reported on the disappointing attendance at LALC Liaison meeting. Matters discussed included the issues of traffic signs & gullies obscured by detritus & vegetation, which all were asked to report to LCC. Wilpshire PC had informed all regarding holiday lets becoming residencies by default.

13.4 Cllr. Twist reported on Ribble Valley Parish Council Liaison meeting. Unfortunately several agenda items were deferred due to Head of Strategic Planning being taken ill. Chief Executive had updated all on the General Election, anticipating that the count will be finished by 3.00am. Simonstone Parish Clerk had informed members regarding Website Accessibility. Borough Cllr. D. Peat had given a short presentation on funding and the work done by Pendle Hill Heritage Lottery Fund, which was only applicable to parishes directly adjacent to Pendle Hill.

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

14.1 Cllr. Holt reported on recent incidents on Anna Lane, including the school bus had been in the ditch, due to icy conditions. Members accepted that grit was dropped off at several locations, however this went hard following wet conditions. Clerk was asked to contact LCC Highways to ask for grit bins in order that locals could distribute grit without wastage.

14.2 Cllr. Park informed Council that, despite the earlier notification that Clothing & Shoe bins were to be removed from Bolton by Bowland Car Park, this had not been done & Clerk was asked to follow up.

14.3 Members requested that an agenda item for February meeting would be to seek to apply pressure for improved broadband signal across the Parish. It was noted that B4RN were now working from Chipping to Rathmell, then Newton & Tosside. Members noted that the Parish Council does not have power to financially support this, however there are Government grants to assist and Parish Council can support lobbying and public meetings to facilitate informing residents.

14.4 Members considered that the Precept Order with Finance Working Party recommendations should be published on notice boards and website and that a future meeting with residents to seek their input towards precept should be considered.

14.5 Members were asked to consider tree planting in order to achieve greater sustainability. However note was made that Parish Council does not own any land.

15 .Date of next Meeting Monday 3rd February 2020 scheduled for Bolton by Bowland Village Hall

Chairman then closed the Meeting at 8.17pm, and expressed all good wishes for Christmas & the New Year.