

**MINUTES OF THE MEETING OF BOLTON BY BOWLAND, GIBBURN FOREST & SAWLEY PARISH COUNCIL
HELD ON MONDAY 2nd OCTOBER 2017 AT TOSSIDE COMMUNITY LINK**

Present: Cllr. H Fortune (Chairman), Cllrs. A. Foster, L. Holt, R. Park, M. Walsh, I. Willock,

Also in attendance Ribble Valley Borough Councillors R. Elms & R. Sherras, Clerk. and 3 residents

Chairman welcomed all to the meeting.

1. To Receive and Approve Apologies for Absence

1.1 Apologies for absence had been received from Cllrs. A. Clements, C. Curry, E. Moorhouse, E. Twist P. Wilson
It was **RESOLVED** that these apologies be received and approved.

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

2.1 One resident expressed disappointment that the Neighbourhood Plan was not on the agenda. Another resident reiterated various points made at previous meetings. They sought clarity regarding the Extraordinary Meeting to be held and requested the withdrawal of the Neighbourhood Plan.

3. To receive declarations of pecuniary or personal interest

There were no declarations made

4. To resolve to confirm the Minutes of the Previous Meeting held on 29th August 2017 (on website)

4.1 The Minutes had been circulated and were on the Parish Council website. It was then
RESOLVED that the Minutes of the meeting of 29th August 2017 be signed as a true & correct record.

5. Any Matters arising from the minutes not covered on this Agenda **FOR INFORMATION ONLY**

Following Minute 7.2 Minutes 29 August 2017, Clerk will update Council regarding discussion with Ribble Valley officers

5.1 Clerk explained her discussions with Colin Hirst (RV Head of Strategic Development) regarding the Neighbourhood Plan, who confirmed the sequence of meetings needed. He had agreed that Ribble Valley Borough Council Planning Committee delay a decision regarding the Examiner's Report until the meeting of 30th November in order to allow papers to be prepared and circulated following an Extraordinary Meeting of Parish Council. Clerk had discussed options with Chairman and therefore Extraordinary Meeting will be instead of usual Parish Council Meeting, to be held on 6th November 2017. Cllr. Sherras explained that Parish Council cannot request any changes to Examiner Report, but it has the right to request withdrawal of the Plan. Ribble Valley Borough Council can request modifications to the Examiner Report, but must give good reasons for this.

5.2 Cllr. Walsh had sent a letter to Clerk, asking that this be discussed at the meeting, however as this was only received on 30 September, Clerk had drafted a response and these will be part of December agenda.

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

- **3/2017/0810 – Land at Grunsagill Low Barn, B x B – Equine menage**
- **3/2017/0846 – Willowcroft, Sawley Road, Sawley – Demolition of conservatory, proposed new extensions**
- **3/2017/0902 – Calder Farm, B x B – replacement of caravan pitch with camping pod and package sewage treatment unit**

6.1 There were no objections to applications 3/2017/0810 or 3/2017/0846

6.2 Application 3/2017/0902 had been published 02.10.2017. Members will consider the application more fully and liaise with Clerk regarding any objections.

6.3 Clerk had circulated any decisions made on previous applications as Supporting Documents

7. To receive and consider Parish Lengthsman's Report

7.1 Clerk read Lengthsman's Report, which members noted.

8. To consider and approve replacement of a bench in Sawley, near the Village Hall.

8.1 Since Cllr. Twist was not in attendance, this item was deferred to December meeting

9. To receive and consider any report from Highways Working Party and any actions for approval (photos from resident concerning obstruction in Main Street B x B have been circulated)

9.1 Cllr. Holt reported that the Working Party had met and a letter sent to LCC Highways and the Police. Members felt that, due to less than positive responses, a meeting for all residents in order to collate concerns may be the best way forward. Cllr. Holt agreed to arrange this, probably 20th October at Bolton by Bowland Village Hall.

10. To consider and approve any actions regarding theft of defibrillator

10.1 Clerk had reported the theft to Zurich Insurance, to date no response had been received and she will follow this up. Cllr. Foster reported that he had been notified that the defibrillator had been located ; however this proved

to be the one from West Bradford. Cllr. Elms had been contacted by a local Cycling Club who had offered a donation of £500 towards the cost of replacement. Clerk will make contact with this group. Cllr. Park informed that a donation had been offered following the Annual Rounders Match in Bolton by Bowland.

10.2 Clarification was required regarding exactly what replacement would be needed for a lockable cabinet. Cllr. Foster agreed to investigate this.

11. To consider and approve objectives for the Parish Council

11.1 Cllr. Willock explained that objectives for the Parish Council could encompass many projects, some of which would have financial implications, others less so, e.g. Heritage Trail and Road Safety. Members were asked to suggest any ideas to Cllr. Willock who, with Cllr. Park and the Clerk will collate a list with priorities for the objectives to be fully discussed at a future meeting. Clerk reminded members that Budget for 2018.19 financial year will need to be agreed at December meeting, with Precept Order.

12. To approve a date for Councillor Training (dates suggested are 17th and 19th October)

12.1 Following discussion, this was agreed to be held on Thursday 19th October, at Bolton by Bowland Village Hall (Sawley as second option). Clerk was to request an agenda for the training.

13. Accounts

13.1 Bank Balance, Bank reconciliation and to consider and approve budget figures to date

Cllrs. Foster & Willock had reviewed Cash Book and reconciled this to bank statement to date. Clerk had circulated Actual vs. Budget figures to 30.09.17 Bank Balance was reported at £19,528.90

RESOLVED to approve bank reconciliation and budget to date figures

13.2 To approve invoices for payment and to consider support for wreaths at the War Memorials

Members discussed purchase of a wreath for Remembrance Day on behalf of Parish Council for each village. This would be at a cost of £27.00 per wreath plus postage and it was

RESOLVED 3 wreaths to be purchased at agreed cost, Cllr. Fortune to arrange this.

RESOLVED to approve payments for the following invoices

B x B Village Hall meetings 01.08 & 29.08	£105.00	Cheque 100804
Clerk's salary & expenses (£131.80 + £85.62)	£217.42	Cheque 100805
HMRC PAYE to 05.10.17	£54.60	Cheque 100806
Tosside Community Link meeting 02.10.17	£15.00	Cheque 100807
Chairman for 3 wreaths + postage	£93.80	Cheque 100808
Lengthsman (inv 53)	£551.25	Cheque 100809

13.3 To receive a report regarding Heritage Trail Grant

Clerk reported on the information she had been sent. The Booklet had full financial support for the initial print run which had been ordered. At the time of the report there had been no sales. Subsequent to the report, members had attended the Launch Evening which was a great success and Mr. Darlington was to be congratulated. Clerk was asked to contact Mr. Darlington for a breakdown of sales, from that evening and subsequently, if possible.

14. To receive reports from meetings

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

Borough Councillors reported that due to the holiday period, there was little of note to bring forward.

b. Ribble Valley Parish Council Liaison Meeting Report– Cllrs. Fortune & Walsh

Neither Councillor had been able to attend this meeting, due to other commitments.

c. Area of Outstanding Natural Beauty Report –Borough Cllr. Elms

Cllr. Elms reported that AONB Advisory will be meeting on 19th October and she will report in due course.

d. Ribble Valley LALC Meeting (date unknown)

Clerk informed that the next meeting will be held on 28th November, Council Rooms, Clitheroe. She has informed Cllr. Twist.

15. Matters brought forward by members

MATTERS FOR INFORMATION ONLY AS ITEMS NOT ON AGENDA CANNOT LEGALLY BE DECIDED

There were no matters brought forward.

16. Date of EXTRAORDINARY Meeting Monday 6th November 2017 7.00pm at Sawley Village Hall.

Chairman thanked all for their input and closed the meeting at 8.31 pm