

**MINUTES OF THE MEETING OF
BOLTON BY BOWLAND, GISBURN FOREST & SAWLEY PARISH COUNCIL
HELD ON 3rd FEBRUARY 2020 at BOLTON by BOWLAND VILLAGE HALL,
commencing at 7.30 pm**

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

Also in attendance; County Cllr. A. Atkinson, Borough Cllrs. R. Elms, R. Sherras, 3 members of public & 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 Cllrs. R. Park & E. Twist 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 member of the public sought Parish Council views regarding the possible purchase of a barn in the Parish for business & residential use. Members expressed comments but no opposition.

4 . To resolve to confirm the Minutes of the Parish Council Meeting, held on 2nd December 2019 (circulated & on website)

4.1 A Member raised a query regarding Minute 10.1 and Clerk was instructed to liaise with Chairman on amendments to the wording, with Minutes to be agreed at March meeting.

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

5.1 Members to note that yet a further Mandate Form to remove a former signatory has now been approved by the Bank

6 To consider any response to be made to Planning Applications

- 3/2019/1119 Holden Clough Nursery (resubmission of application 3/2019/0588) *objection submitted*
- 3/2019/1139 Broxup Barn, Barrett Hill Brow - window alterations
- 3/2020/0001 War Memorial, BxB - removal of more conifers
- 3/2019/1128 -1 Closes Hall Mews BxB - alterations to form second floor bedroom & study

6.1 The above planning applications had been circulated and there were no objections (further to previously approved objection submitted against 3/2019/1119) to be submitted.

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

7.1 Parish Lengthsman's Report and invoice had been circulated and it was **RESOLVED** that Parish Lengthsman's Report be accepted and approved

8 To consider and approve any actions to commemorate VE Day 75th Anniversary on Friday 8th May 2020. To possibly consider planting a specimen tree in each village.

8.1 Members discussed planting a Specimen Native Tree in each village to commemorate 75th Anniversary of each of VE Day & VJ Day. Concerns were expressed in order to ensure any planting would be in ground under the control of Parish Council, or with suitable permission; also that type of tree chosen would not outgrow the chosen site. It was then

RESOLVED that Clerk prepare a report on planting trees as discussed, with a suitable plaque and that a budget of £300 per village be approved in principle for this project.

9 To consider and approve the installation of a further defibrillator in Bolton by Bowland village, possibly sited at or near St. Peter & St. Paul's Church

9.1 Members considered the provision of a further defibrillator, but further consideration was deemed necessary regarding siting. Some members suggested that Forest Becks area could be more necessary.

10 To consider and approve any support towards broadband provision across the Parish.

10.1 Members were informed of progress, with improved broadband project moving from Tosside towards Bolton by Bowland. Detailed parish mapping was necessary in order to confirm land responsibilities and following discussion it was

RESOLVED that a one year subscription for parish mapping be approved at a cost of up to £75 + VAT. Clerk was to liaise with RVBC Cllr. Elms & Cllr. Wilson for details of the application process.

11 To consider and approve any report from LCC Highways regarding grit bin provision in the Parish.

11.1 Clerk had circulated response she had received following her request to members for sites required for grit bins. LCC would consider sites for bins in the next financial year. Members were asked to “reply to all” for all email correspondence, rather than just responding to Parish Clerk.

12 To consider and approve any actions regarding potholes & eroded road surface in the Parish, particularly Sawley Road, also verge damage in Bolton by Bowland.

12.1 Concern was expressed regarding road surface, particularly throughout Sawley and Gisburn Road near the boundary with Gisburn Parish and that re-surfacing was considered necessary, rather than patching. Members noted with thanks that the blocked drain near Closes Hall had been thoroughly remedied. LCC Cllr Atkinson explained that road repairs must meet government criteria in order that work could be approved. LCC Highways had prioritised motorways and A Class roads up to present, but were now looking to carry out repair works to B & C class roads. He advised that a letter be sent to LCC Cllr. Keith Iddon, Cabinet Member for Highways. It was **RESOLVED** that Clerk write a strong letter to LCC Cllr. Iddon to again express concerns and seek remedial actions.

12.2 Concern was expressed regarding a vehicle which is continually parked at the edge of a shared private road, adjacent to highway in Bolton by Bowland, churning up grass verge.

13 To consider and approve any sites and actions for tree planting in the Parish. See attached discussion document from Cllr. Twist

13.1 Since Cllr. Twist could not be present, whilst her supporting document had been circulated, this item was deferred to March meeting.

14 To consider and approve the requirement for Parish Council to meet 12 times per year.

14.1 Members discussed this motion, however the need for a greater number of set meetings per year was not deemed necessary and it was

RESOLVED that there be no change in the number of set Parish Council meetings per year

15 Accounts

a. To approve Bank Balance £32,285.81

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

Parish Lengthsman	£777.00	<i>Jobsheet & invoice circulated</i>
Clerk net salary December/ January	£168.50	<i>exact figure will be confirmed at meeting</i>
Plants / bulbs for Tossie	£100.00	<i>budget approved, exact invoice TBC</i>

15.1 Bank balance was approved at £32,285.81

15.2 Invoices for approval were put forward as follows:

HMRC PAYE to 05.01.2020	£63.20	Cheque 100924
Parish Lengthsman inv 13	£777.00	Cheque 100925
Parish Clerk net salary Dec & Jan	£336.80	Cheque 100926
H. Fortune for Parkers Bulbs	£103.14	Cheque 100927 UNDER SECTION 137

RESOLVED that the above invoices be approved. Cheques 100924 to 100926 inclusive were signed by Cllrs. Fortune & Foster, Cheque 100927 was signed by Cllrs. Foster & Whitwell

c. To consider and approve cleaning of Bolton by Bowland marker stones

One quote has been circulated and is attached, RVBC no longer carries out this work. Due to the particular nature of the work, members may consider one quote sufficient

15.3 Members considered the quote received and noted that no other quotes had been obtained. However the quote was considered to be totally reasonable for the work and it was

RESOLVED that ASL Stone Ltd be approved to carry out cleaning of the marker stones at a total cost of £270.00 inc VAT

16. To consider and approve any actions regarding Government Guidance on Parish Council Website Accessibility & Statement - Members to note E-Mango were to supply Statement of Accessibility

16.1 Cllr. Foster reported that he had just received a draft accessibility statement from e-mango. He further explained that there was an appropriate disclaimer from the requirement for website accessibility, due to proportionality, therefore a minimum requirement for action.

17. 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 Borough Council Parish Council Liaison Meeting 30 January - Cllrs. Fortune & Twist**

17.1 Cllr. Sherras informed all that new work was being carried out at Clitheroe Market. Ribble Valley Borough Council continues to look at possible development sites, which will be an item at Planning meeting on Thursday 6th February.

17.2 There were no matters of particular note from AONB- Committee will meet in 2 weeks, main discussion will be regarding agriculture

17.3 Cllr. Sherras reported on RV Parish Liaison. A presentation had been given by Rotary Club who wish to plant trees and sought sites for this. Cllr. Fenton had reported on Heritage Open Days with the theme of Hidden Nature. Head of Regeneration & Housing gave a verbal report on Public Health issues, particularly drug & substance misuse. Pendle Hill Partnership gave an update on their work. Wiswell PC updated members on LCC "Report It" system which had improved. Cllr. Sherras as Armed Forces Champion had asked that all VE & VJ Day commemorations be updated to him.

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

18.1 There were no matters brought forward by members.

Date of next Meeting Monday 2nd March 2020 scheduled for Sawley Village Hall. Members are reminded that this meeting will be preceded by the Annual Parish Meeting.

Chairman thanked all for their attendance and closed the meeting at 8.47 pm.