

**MINUTES OF THE MEETING OF  
BOLTON BY BOWLAND, GISBURN FOREST & SAWLEY PARISH COUNCIL  
HELD ON 3<sup>rd</sup> JUNE 2019 at BOLTON by BOWLAND VILLAGE HALL,  
commencing at 7.40 pm**

**Present:** Cllr. H. Fortune (Chairman) Cllrs. C. Curry, G. Curry, D. Glover, L. Holt, E. Twist, K. Whitwell  
Also in attendance; 4 residents & the Parish Clerk

**Chairman welcomed all to the meeting, apologising for the late start, due to his personal commitments.**

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

1.1 Apologies had been received from Cllrs. Foster, Park & Whitaker and it was  
**RESOLVED that these apologies be accepted & 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 Holden expressed concerns regarding recent work in the field adjacent to his property and to the rear of Holden Clough Nursery which it was considered would require Planning Consent for Change of Use. Clerk was instructed to contact Planning Enforcement & Planning Officer in charge of previous approved, as yet incomplete works at the Nursery. The resident invited Members, Planning Officers & Borough Councillors to his property to discuss his concerns.

**4. To resolve to confirm the Minutes of the Annual Parish Council Meeting & Parish Council Meeting, both held on 13<sup>th</sup> May 2019 (circulated & on website)**

4.1 The Minutes from both the Annual Parish Council Meeting and the Parish Council Meeting which followed, both held on 13<sup>th</sup> May 2019 had been circulated & it was  
**RESOLVED that both of those Minutes of Meetings held on 13<sup>th</sup> May 2019 be approved & they were then signed.**

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

- To receive any update regarding the Casual Vacancy in Gisburn Forest Ward of the Parish
- Members to be updated on Bank signatories
- Members to be updated regarding further information on Tosside Community Link grant application

5.1 Members were informed that Casual Vacancy Notices had been published dated 15<sup>th</sup> May 2019. One of the two candidates had since withdrawn & the period of notice had just finished. No other persons had expressed an interest in being considered and therefore Members could resolve to co-opt a Member for Gisburn Forest Ward at July PC meeting (as it was not a formal item on this agenda)

5.2 Chairman informed members that the bank mandate forms had been taken in to branch & it was expected that the mandate will be approved within the following 3 weeks.

5.3 A further quote for audio visual equipment at Tosside Community Link had been received, similar to the previous quote. Clerk was still awaiting accounts to 31.03.18 & 31.03.19, as had been requested.

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

- 3/2019/0357 Higher Greenhead Farm, Gisburn Road, Sawley BB7 4LQ
- 3/2019/434 / 435 Old Sawley Grange, Gisburn Road, Sawley BB7 4LQ

6.1 Details of these applications had been circulated. A comment was made regarding access to A59 (3/2019/0434/0435 application) however there were no objections to be submitted. Clerk updated members on recent decisions.

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

7.1 Lengthsman's Report was read out, including some spraying and the report was approved to be accepted.

**8. To consider and approve any actions for the Parish Council website access and training for updates.**

8.1 Members noted that Website Working Party had not yet met. It was noted that the website was the property of Parish Council and it was

**RESOLVED** therefore that it was inappropriate for any person other than members or officers to have access. Clerk was instructed to contact Mr. Willock & e-mango.

**9. To consider and approve any Working Party recommended amendments to Financial Regulations / Risk Assessment**

9.1 The Working Party had been unable to meet, due to Councillor absence and this item was deferred.

**10. To consider and approve any actions regarding Bailey Lane access & usage.**

10.1 Clerk had various correspondence on this item. Following discussion, she was instructed to write to LCC Public Rights of Way Officers for advice.

**11. Accounts**

**11.1 To approve Bank Balance**

**11.2 To consider and approve any grant payment to Sawley Village Hall (no request received at time of agenda)**

**11.3 To approve Invoices for payment (with details) since May meeting**

11.1 Bank balance was reported as £38,754.69

11.2 No application had been received from Sawley Village Hall Trustees

11.3 Invoices for payment put forward were as follows:

M. Bishop Consulting Ltd (Internal Audit)	£200.00	Cheque No. 100893
Parish Clerk (May net salary)	£168.50	Cheque No. 100894
Parish Lengthsman (inv 94)	£796.00	Cheque No 100895
Citizens Advice Bureau (Donation Sect 137)	£125.00	Cheque No 100896

It was **RESOLVED** that the above payments be approved. Cheques were signed by Cllrs. Fortune & Whitwell.

**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**

**c. Ribble Valley Borough Council Parish Liaison Committee- Cllrs. Fortune & Twist to note that the next meeting will be held on Thursday 20<sup>th</sup> June, commencing at 6.00pm**

12.1 No Borough Councillors were present and no report had been received

12.2 Borough Councillor Elms was absent and no report had been received

12.3 Members noted the date & time for the forthcoming Parish Council Liaison Committee Meeting.

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

13.1 Members expressed concern regarding the poor quality of work of the recent road re-surfacing between Sawley towards Bolton by Bowland. Clerk was asked to make a complaint based on observations.

13.2 Members expressed grave concerns regarding the very poor road surface approaching A59 at Sawley. Clerk was asked to complain strongly, as motorists are using the wrong side of the road, to avoid vehicle damage.

13.3 Cllr. Twist read a recent article from Sawley Bugle informing residents that English Heritage intend to remove the ancient stones from Sawley Abbey to their store at Helmsley. Members expressed grave concern that the stones might leave Sawley. Cllr. Twist agreed to attend the forthcoming Sawley Village Hall meeting on 17<sup>th</sup> June & update Parish Council following the meeting.

13.4 Members discussed the practical aspects of the planting in 3 village sites, following Ribble Valley In Bloom Grant and how to achieve best practice.

**14 .Date of next Meeting Monday 1<sup>st</sup> July 2019 scheduled for Sawley Village Hall, booking confirmed.**

14.1 Chairman then thanked all for their involvement & closed the meeting at 8.25pm.