

**MINUTES OF THE MEETING OF
BOLTON BY BOWLAND, GISBURN FOREST & SAWLEY PARISH COUNCIL**

HELD ON 4th MARCH 2019 at TOSSIDE COMMUNITY HALL, commencing at 7.30pm

Present: Cllr. H. Fortune (Chairman) Cllrs. A. Clements, C. Curry, A. Foster, R. Park, E. Twist, M. Walsh, P. Wilson
Also in attendance; Borough Councillors R. Elms, R. Sherras one resident and the Parish Clerk

Chairman welcomed all to the meeting.

1. To receive and approve apologies for absence

1.1 Apologies had been received from Cllrs. Holt, Moorhouse & Willock & it was
RESOLVED that these 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) Public

3.1 The resident had presented a letter in objection to the possible Extension to the Premises Licence for Beatherder Festival 2019. Chairman asked that this be circulated by email to Members, following the meeting. Members then **RESOLVED to close Public Session and bring forward Item 6b of Agenda**

6.b Variation to Terms of Licence for Beat Herder Festival site

6.2 Members discussed this matter at length; it was clarified that currently no actual application has been submitted, however Ribble Valley Licensing Department does not necessarily consult prior to decision. No resolution was made and Cllr. Sherras agreed to request that Licensing inform Parish Clerk if any application is submitted. Members and the resident were reminded that they may make personal views known to the solicitor for the Organiser

4. To resolve to confirm the Minutes of the Previous Meeting held on 4th February 2019 (on website)

4.1 Minutes of the Meeting held on 4th February 2019 and it was
RESOLVED that those Minutes be approved and signed as a true record.
The resident was thanked for his input & he then left the meeting

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

5.1 There were no Matters Arising

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

**a. 3/2019/0152 Bow Laithe Farm, Bolton by Bowland Road, Bolton by Bowland BB7 4NJ –
Agricultural Storage Building**

6.1 Application 3/2019/0152 had been circulated and no objections were to be submitted.

6.3 Clerk informed members of a new application on RVBC website 3/2019/0139 Corgill Farm, Holden Lane, but no details as yet.

6.4 Members were also informed of the Consultation on RVBC HED DPD Housing in Ribble Valley, however there were no implications for this Parish.

7. To receive and consider Parish Lenthsmen's Report since February Parish Council meeting.

Members to note that matters for renewal of Lengthsman's Contract are to be considered later in this Agenda at Item 17

7.1 A brief Lenthsmen's Report for work in Sawley was part of his invoice.

8. To consider and approve the requirements for a Parish Council Publication Scheme & Retention Policy (draft documents enclosed / attached)

8.1 Cllrs. Clements, Fortune & Twist had met with Clerk to work through the details of these documents, which had been circulated to all members. Members expressed thanks for the work involved. It was then **RESOLVED that following minor alteration, the Bolton by Bowland, Gisburn Forest & Sawley Parish Council Publication Scheme & Retention Policy be adopted and published.**

9. To consider and approve any actions for Broadband feasibility study across the Parish. (Members have requested that this remain as an agenda item until further notice).

9.1 A resident who had previously attended Parish Council had updated by email. B4RN are seeking to complete work carried out in adjacent areas & very detailed mapping is required, with Wayleave Agreements

10. To consider and approve any response to Flood Defence Consultation, particularly regarding Acresfield Corner & any other sites of concern to Members.

10.1 Chairman had visited Acresfield Corner recently. Good work had been carried out by LCC staff, however water could not fully egress from the road onto private land, then to the beck. Members agreed that Chairman & Clerk would send detailed letter to LCC, explaining history & current situation, copying in Borough & County Councillors.

10.2 Members were reminded of various Flooding matters noted in previous Parish Council Minutes from November 2014 to May 2015 (including The Paddock, Sawley), then February 2016 to Main Street, Bolton by Bowland. Members noted that these areas do not seem to have any problems currently.

11. Accounts

a. To approve Bank Balance

b. To consider renewal of the Parish Council's Insurance policy (documents previously circulated by email.

c. To approve Invoices for payment (with details) since February meeting

11.1 Members were informed that Bank Balance is at £24,080.58

11.2 Zurich Insurance (renewal date 01.04.19) quote is £266.11. Members wished to confirm exact position regarding Slander & Defamation. Consideration was given to obtaining further quotes, which was agreed to be onerous. Members were informed that PC Asset Register did not match Insurance Schedule, particularly regarding value of SPID & new bench in Sawley. Members agreed that payment be approved but not sent, pending clarification, but ensuring that Insurance Cover did not lapse.

11.3 The following invoices were presented for approval:

Sawley Village Hall (meeting 04.02.19)	£15.00	Cheque No. 100876*
Zurich Town & Parish Ins. Trust Acc.	£266.11	Cheque No. 100877*
Parish Clerk February net salary & backpay	£509.10	Cheque No. 100878*
Parish Clerk expenses 01.11.18 to 28.02.19	£140.07	Cheque No. 100878*
Tosside Community Link (meeting 04.03.19)	£15.00	Cheque No. 100879**
Parish Lengthsman (Invoice 88)	£110.25	Cheque No. 100880**

RESOLVED that the above cheque payments be approved. Cheques * were signed by Cllrs. Foster & Walsh, Cheques ** were signed by Cllrs. Clements & Foster

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. To receive any report available regarding the Borough & Parish Council Elections on 2nd May, should any be available

12.1 Cllr. Sherras was to move a resolution at RV Full Council seeking the promotion of Rural Services Network campaign for more rural services, via a National Rural Strategy.

12.2 Cllr. Elms had little to report from AONB, but requested members inform her of any matters for consideration at April meeting. There was discussion on a recent Planning Decision due to AONB representation made.

12.3 Borough Cllrs. informed members that Nomination Forms were to be submitted between 26 March & 13 April, must be proposed & seconded by a resident of that ward who is on Electoral Roll. Members to note that one person may only nominate one candidate.

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

13.1 Cllr. Clements had been in contact with Cheryl Pickstock regarding any issues with defibrillators. The regular checks are to be uploaded to the appropriate website. Cllrs. Clements & Foster agreed to deal with this.

14. To Consider and approve any response to be made to correspondence received by Parish Clerk

14.1 Borough Councillors were thanked for their input and both left the meeting. No Public were present.

14.2 This item related to various correspondence Clerk had received from a Parish Cllr. She had sent comments in reply, circulated to all Parish Cllrs. The recipient was satisfied with the response at this stage.

15. To consider and approve the Parish Lengthsman's Contract

15.1 Cllrs. Clements, Fortune & Twist had met with Clerk, following earlier work done by Cllrs. Twist & Willock. It was noted that Lengthsman is self employed, using own transport, equipment & skills to efficiently carry out a much needed role. There had been no increase in his hourly rate since July 2017. Following discussion it was

RESOLVED that updated contract be agreed at March each year, effective 1st April each year, taking current inflation rate into account, and that backpay be calculated and paid from June 2018 (a year following date the earlier contract was signed) to March 2019.

16. Date of next Meeting Monday 1st April 2019 scheduled for Bolton by Bowland Village Hall

Members were thanked for their input and Chairman closed the meeting at 9.17 pm