

**MINUTES OF THE MEETING OF
BOLTON BY BOWLAND, GISBURN FOREST & SAWLEY PARISH COUNCIL
HELD ON 4th NOVEMBER 2019 at SAWLEY VILLAGE HALL,
commencing at 7.40 pm**

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

Also in attendance; Borough Cllr. R. Sherras 4 residents & the Parish Clerk

Chairman welcomed all to the meeting and apologised for the late start.

1 To receive and approve apologies for absence

1.1 Apologies had been received from Cllr. L. Holt & Borough Cllr. R. Elms and it was **RESOLVED** that these apologies be accepted and approved

2 To receive declarations of pecuniary or personal interest

2.1 Cllr. Twist declared a personal interest in discussions regarding site adjacent to Southport House, opposite her property, however she had particular local knowledge of the site.

3 Adjournment for Public Session (Max 3 minutes per person)

3.1 Two residents from Sawley explained that they had purchased the land adjacent to Southport House, site of former chicken sheds and they sought Parish Council support in principle for building two, 5 bedroom family houses on the site.

4 To resolve to confirm the Minutes of the Parish Council Meeting, held on 7th October 2019 (circulated & on website)

4.1 The Minutes of Parish Council meeting held on 7th October 2019 had been circulated and it was then **RESOLVED** that those minutes be accepted and approved and they were duly signed.

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

- **Clerk will update regarding any changes to bank mandate & on RV Christmas Lunch grants**

5.1 Clerk informed members that Bank Mandate form to remove a former Councillor had been sent in.

5.2 Clerk was still awaiting details for applications for RVBC Christmas Lunch grants

6 To consider any response to be made to Planning Applications

- **3/2019/0931 - Burnridge School House, Grunsagill Road Bolton by Bowland BD23 4SL - change window colour from grey to cream**
- **3/2019/0955 - Fernside 5& 7 Hellifield Road, Bolton by Bowland BB7 4NS - to remove & replace plaster & various more modern features**
- **To consider and approve any actions regarding site opposite Southport House, Sawley**
- **Clerk will update members on recent decisions, including 3/2019/0588 Holden Clough Nursery (recommended for refusal at RV Planning Committee meeting 31.10.19)**

6.1 Planning Applications 3/2019/0931 & 3/2019/0955 had been circulated and there were no objections. Members noted that Application 3/2019/0931 had received approval prior to this Parish Council meeting.

6.2 Clerk informed members that Application 3/2019/0588 (Holden Clough Nursery) had been refused and members noted that this decision was on numerous grounds

6.3 Clerk informed members of a number of recent Planning decisions, including that Application 3/2019/0768/769 had been refused, which members found to be surprising, since repair works to the property were felt to be both urgent and necessary.

6.4 Clerk informed members of two new applications 3/2019/0966 2 Southport Barn Cottages & 3/2019/0975 The White House (both in Sawley) which had not been officially notified to her, but she would update members as soon as details were known.

6.5 Members then discussed possible support for the request for a Planning in Principle letter for the site adjacent to Southport House. Members were aware of the previous planning history of the site and that Sawley residents did not wish the previously approved holiday lodges to be built. On that basis, members asked Clerk to draft a conditional support letter addressed to the two Sawley residents and circulate this for approval, noting that any support could be withdrawn if and when any full planning application was submitted.

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

7.1 Parish Lengthsman's Report had been circulated, with the invoice and since there were no queries on the Report, this was accepted and approved.

7.2 A query was raised regarding responsibility to clear flooding at the corner of Gisburn Road, Bolton by Bowland at Closes Hall Lodge. It was noted that LCC Highways had (earlier in the day of the meeting) a gully clearing vehicle at the site & members were asked to monitor the situation, reporting any problems to Clerk for updating LCC Highways. It was noted that details of the drain in question could be sought from the farmer.

8 To consider and approve the future installation of Signage for Sawley Village

8.1 Following earlier discussions, Cllr. Foster had looked into the feasibility of signage for Sawley, however no site could be identified, due to distance needed from tarmac, need for signage to be within 30mph zone, with no underlying services in place. This consideration could therefore make no progress.

8.2 The two Sawley residents who had spoken in Public session thanked members and left the meeting.

9 To consider any capital items for planned expenditure in financial year 2020/21 in preparation for precept calculations

(Members to note that Precept must be approved at December meeting & no major expenditure has been notified at time of agenda. Members to note that 2020/21 Tax Base for Precept will be 487)

9.1 Members were informed that the notice board in Bolton by Bowland is in need of substantial repair, or preferably replacement. No cost had as yet been identified.

9.2 There was a discussion regarding support for grass cutting of the field at Bolton by Bowland adjacent to the Cricket Club, used by locals for football, however there was confusion regarding ownership of the field & Cllr. G. Curry declared an interest as he is a member of Cricket Club but agreed to look into this. The suggestion was put forward that the site could be ideal long term for a Children's Play Area but concern was expressed regarding funding the set up and long term maintenance costs.

9.3 Members were aware that Sawley Play Area (owned by Sawley Village Hall Trust) could need replacement equipment, but no details or costs were known. Cllrs. Foster & Twist agreed to look into this.

9.4 Members noted that greater capital support for projects in the parish would be feasible in future.

10 To consider and approve whether a separate Financial Working Party meeting be needed to discuss & recommend Parish precept 2020/2021 Members to note that this was a suggestion at October PC meeting, but that all PC members would be invited to attend, should they wish

10.1 Members noted that Finance Working Party was overdue to meet, as members had been away. Members therefore set the date for Tuesday 12th November, 7.30pm start, Clerk was to check for a suitable venue, preferably the small room at Bolton by Bowland Village Hall. Members were aware that precept discussions need to take place at that meeting, prior to December Parish Council meeting when precept must be set.

11 Accounts

a. **To approve Bank Balance £33,841.81 (inc. RV Concurrent Functions Grant 2018/19 of £1577.00)**

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

<u>Parish Lengthsman</u>	<u>£518.00 see attached jobsheet & invoice</u>
<u>Clerk net salary October</u>	<u>£168.50</u>
<u>Plants / bulbs for Tosside</u>	<u>£100.00 budget approved, exact invoice TBC</u>
<u>Plants / bulbs for BxB</u>	<u>£100.00 budget approved, exact invoice TBC</u>
<u>Plants / bulbs for Sawley</u>	<u>£100.00 budget approved, exact invoice TBC</u>

11.1 Members noted Bank Balance at £33,841.81

11.2 Invoices presented for approval were:

Parish Lengthsman inv. To 26.10.19	£518.00	Cheque 100915
Clerk net salary October	£168.50	Cheque 100916

RESOLVED that these invoices be approved for payment, cheques were signed by Cllrs. Fortune & Foster

12. To consider and approve any comments to be submitted to Ribble Valley Head of Regeneration & Housing following comment request regarding the Strategic Housing & Economic Needs Assessment (circulated with link to Ribble Valley website)

12.1 The Strategic Housing & Economic Needs Assessment had been circulated and the contents were noted.

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**

13.1 Cllr. Sherras reported that Ribble Valley has been designated as the Happiest Place to Live. He updated members regarding the changes planned for Clitheroe Market & that Craven Council Strategy has been approved by the Examiner.

13.2 Cllr. Elms had informed Clerk that there was nothing of significance to report from AONB Meeting.

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

14.1 Members were informed that Remembrance Day services in Bolton by Bowland were at 10.00 am in Church, then 11.00am in the village, Tosside at 3.00pm and Sawley at 11.00am

14.2 Members asked that draft minutes be circulated sooner in future.

15 .Date of next Meeting Monday 2nd December 2019 scheduled for Tosside Community Link

Chairman thanked all for their attendance & closed the meeting at 8.42pm.