

MINUTES OF THE ANNUAL MEETING OF

BOLTON by BOWLAND, GISBURN FOREST & SAWLEY PARISH COUNCIL

HELD AT BOLTON by BOWLAND VILLAGE HALL ON 17th MAY 2021 AT 7.30 P.M.

Present:

Cllrs. H. Fortune (in the Chair), C. Curry, A. Foster, D. Glover, L. Holt, R. Park, E. Twist, S. Whitaker and K. Whitwell, P. Wilson: Newly Elected Parish Cllr. N. Bunyan

In attendance: Borough Councillor R. Sherras, 7 members of public & Parish Clerk
Chairman welcomed all to the meeting which was held socially distanced, and all wearing face masks in compliance with the latest Covid guidance.

1. To approve to lift the Emergency Powers currently delegated to Parish Clerk under Covid regulations

1.1 Members **resolved** to lift the Emergency Powers delegated to Parish Clerk under Covid regulations in order that the meeting be duly convened.

**2. Election of CHAIRMAN who will then sign Acceptance of Office of Chairman
(Members are reminded that the Chairman may be annually elected for a period of no more than three years) Cllr. Hayden Fortune has completed 3 years as Chairman plus additional year due to Covid 19 and is therefore ineligible for re-election**

2.1 Nominations for Chairman were received for Elizabeth Twist and Arnold Foster. Following a vote it was

RESOLVED that Cllr. Elizabeth Twist be elected Chairman of the Parish Council.

3. To accept and approve any apologies for absence

3.1 Borough Councillor Rosie Elms had sent apologies and these were noted.

4. To welcome the new Elected Member to Parish Council for Bolton by Bowland Ward of the Parish, who will sign a Declaration of Office Form (A Declaration of Interest Form must be completed & returned to Parish Clerk within 28 days)

4.1 Mr. Nigel Bunyan had been duly elected as a Member of Parish Council and, having completed his Declaration of Interests form & signed Declaration of Office, he was welcomed as Member to Bolton by Bowland, Gisburn Forest & Sawley Parish Council.

4.2 Clerk had countersigned his Declaration of Office form & was to publish these forms on Parish Council's website in addition to submission to Ribble Valley Borough Council.

5. Election of Officers and Representatives for the coming year:

- **Vice Chairman**

5.1 Nominations for Vice Chairman were received for Roger Park and Arnold Foster. Following a vote it was

RESOLVED that Roger Park be elected Vice Chairman of the Parish Council

- **Finance Working Party (usually 4 Members and Parish Clerk)**

5.2 Following a discussion by Members it was

RESOLVED that Cllrs. Foster, Fortune, Park & Twist, with Clerk be Finance Working Party

- **Signatories for Bank Mandate (4 signatories, currently A.J. Foster, H.W. Fortune, E.Y. Twist & K.D. Whitwell)**

5.3 Following discussion it was **RESOLVED** that Cllrs. Foster, Fortune, Twist & Whitwell continue to be signatories for the bank account.

- **Planning Applications to be considered by all Parish Councillors on email**

5.4 Members noted that Planning Applications continue to be considered by all via email

- **RVBC Liaison Committee Representatives (2 Representatives, meetings held at RVBC Office 7.00pm start)**

5.5 It was **RESOLVED** that Cllrs. Curry & Twist be Parish Council representatives to this Committee

- **RV LALC Area Liaison Committee (2 Councillors may attend, meetings held at RVBC Office, 6.30pm start)**

5.6 It was **RESOLVED** that Cllrs. Curry & Twist be Parish Council representatives to this Committee

- **Any other representatives to other bodies**

5.7 Members were unclear about representation requirement to Bolton by Bowland Village Hall Committee; Clerk was asked to check 2019 Parish Council Minutes and the Village Hall Constitution.

6. To consider and approve dates and venues for Parish Council meetings in the year 2021/22

6.1 Members considered that venue & meeting dates should return to the previous format of first Monday in each month, except January & August, however this was to be monitored, dependent on the latest Covid situation. It was therefore **RESOLVED that the next Parish Council Meeting be held on Monday 07 June 2021.**

7. Any Other Annual Parish Council Meeting Business

7.1 Chairman, Cllr. Fortune gave a brief report, since activities for the Parish Council had been cut short due to the pandemic. He thanked the 2 election candidates and welcomed Cllr. Bunyan. Chairman wished to thank all Councillors, both for the strange year, but also for the 4 year period during which he had been Chairman. He thanked Clerk, and Cllr. Foster as his Vice Chairman and closed in passing all good wishes to Cllr. Twist.

7.2 As there were no other Annual Parish Council business matters, Chairman closed the meeting at 7.46p.m.