

**MINUTES OF THE MEETING OF  
BOLTON-BY-BOWLAND, GISBURN FOREST AND SAWLEY PARISH COUNCIL  
HELD AT TOSSIDE COMMUNITY HALL  
MONDAY 01 FEBRUARY 2016 AT 7.30 PM**

Present: Allan Clements (Chair), Cath Curry, Arnold Foster, Hayden Fortune, Lynda Holt, Liz Moorhouse, Roger Park, Elizabeth Twist, Mary Walsh, Ian Willock  
Borough Cllr Richard Sherras, Clerk and James Waddington (lengthsman)

Apologies: Paul Wilson, Borough Cllr Rosie Elms

**APOLOGIES FOR ABSENCE**

The apologies noted above were accepted.

**MINUTES OF PREVIOUS MEETING**

The Minutes of the Parish Council meeting of 07 December 2015 had been previously circulated and were approved as a true record of proceedings at that meeting.

**MATTERS ARISING**

It was confirmed that Arnold Foster and Mary Walsh had been added as signatories on the bank mandate and that former members of the Parish Council had been removed from the mandate at the same time. The Chair suggested that Mr Foster and Mrs Walsh sign Parish Council cheques that evening to test all was in order at the Bank with the change of mandate.

**DECLARATION OF INTEREST**

None

**PUBLIC PARTICIPATION**

James Waddington thanked the Parish Council for supporting his planning application which had been refused by RVBC's Planning & Development Committee but subsequently granted on appeal.

**NEIGHBOURHOOD PLAN**

Allan Clements advised that he would query progress with the SEA but was expecting the document in the next two weeks whereupon he would circulate it electronically to Parish Councillors. Roger Park suggested that upon receipt of the SEA a meeting of the NP Steering Group should also be convened.

Ian Willock advised that there was a surprising statistic in the preliminary scope document, namely that the rate of road deaths per 100,000 people in the Ribble Valley was over twice the national average. It was agreed that the fact that the Borough was traversed by both the A682 and A59, two of the most dangerous roads in England, would significantly contribute to this figure as would the number of fatalities involving motorcyclists, usually from outside the region.

## PLANNING APPLICATIONS AND MATTERS

*3/2015/0639 Varleys Farm, Anna Lane, Bolton-by-Bowland*

*3/2015/0953 Sawley Hall, Sawley*

*3/2015/0983 Low Barn, Grunsagill Road*

*3/2015/0997 1 Main St, Bolton-by-Bowland*

It was noted that the Parish Council had not had any objections to the above applications

### *Holden Clough Nursery, Holden*

A summary of the latest developments regarding The Garden Kitchen was provided. It was explained that a planning application had been filed with RVBC but, due to a technicality, had not yet been listed but would likely appear on the List of 05 February 2016. The Parish Council would be formally invited to comment on the application as would neighbours of Holden Clough. It was explained that the Borough Councillor in whose ward an application was lodged had the power to call in the application, based on certain criteria, which meant RVBC's Planning & Development Committee was obliged to consider it rather than rely on delegated powers.

## PARISH LENGTHSMAN

The Clerk outlined the work undertaken by James Waddington covered by his latest invoice for £1,108.63. Arnold Foster queried the work done by the lengthsman around the Village Hall in Sawley noting that the area was the responsibility of the Village Hall Committee rather than the Parish Council and any work undertaken in the area should accordingly be paid for by the Committee. James Waddington explained that, historically, he had always worked on the area concerned and it was confirmed that the lengthsman also worked on the areas around the halls in Bolton-by-Bowland and Tosside. It was noted that the lengthsman would, in future, check with Arnold Foster, Allan Clements and Hayden Fortune before undertaking any work on village hall property in Sawley, Bolton-by-Bowland and Tosside respectively.

The Clerk confirmed that Roger Park had looked at the standard lengthsman's contract originally drafted by Lancs CC and some minor amendments were required. A revised version would be tabled at a future meeting.

## FINANCIAL REPORT

### *Financial Statement*

The Clerk distributed a summary of income and expenditure for the period 01 October 2015 to 31 December 2015. Cheques totalling £1,657.52 had been presented in the period and income of £1,200.00 received from Lancs CC in respect of the lengthsman.

### *Invoices for approval*

Bolton-by-Bowland Village Hall	Room hire	£12.00
E-mango	Website	£360.00
James Waddington	Lengthsman	£1,108.63
Tosside Community Link	Room hire	£15.00
JBA Ltd	NP SEA	£2,129.40

Total: **£3,625.03**

#### PARISH COUNCIL WEBSITE

Ian Willock gave an update on progress to date with the Parish Council website. It was reported that a company called E-mango were assisting with development and maintenance of the site and it was agreed that payment of their first invoice in the sum of £360.00 should be made. Ian Willock advised that it could be possible for the site to go live in two weeks' time. It was hoped to show all Parish Councillors the site in the coming fortnight and it was noted some had already seen it. Ian Willock explained that, in the short term, he would carry on uploading information to the site, with the assistance of E-mango if necessary, but that in the longer term the Clerk would also be involved in this task. It was noted that once the site went live further costs would be payable to E-mango, including an annual charge and it was agreed that these costs should be paid. It was emphasised that the site was intended to be a dedicated Parish Council website, not a village website, but that there would be links to village websites.

On behalf of the Parish Council thanks were expressed to Ian Willock for the extensive work done on the Parish Council website.

#### RVBC PARISH COUNCIL GRANTS – UPDATE

Hayden Fortune advised that an application for funds for a small war memorial in Tosside would be submitted in the near future. Borough Cllr Sherras advised that the closing date for grants under this scheme was September 2016 and that villages needed to be making their applications in case there were any delays or queries during the process.

#### DEFIBRILLATORS

The Clerk advised that she had taken possession of a defibrillator for Bolton-by-Bowland which was now with the Chair for storage pending a decision as to its location. An update was provided on the situation regarding defibrillators in Sawley.

It was explained that, once in situ, the batteries for the defibrillators required checking on a regular basis and that a formal rota system should be devised to ensure the task was not forgotten. Arnold Foster was requested to devise a system for the inspection and maintenance of all defibrillators installed in the parish in public places and it was suggested that the lengthsman could perhaps be asked to undertake these duties.

#### QUIET LANES

This item was deferred until the March 2016 meeting.

#### RVBC PARISH COUNCIL LIAISON COMMITTEE – 28 JANUARY 2016

Hayden Fortune advised that he had attended the above RVBC meeting during the course of which the following items were discussed: war memorials, affordable housing, bus service provision, reporting highways problems and "Clean for the Queen". It was noted that a demonstration had been given of Lancs CC online highways fault reporting system and it was suggested that a demonstration be given at a future Parish Council meeting.

## CORRESPONDENCE

The Clerk read out an e-mail from County Cllr David Smith dealing with the proposed withdrawal of bus services and the road closure at Whitewell.

## ANY OTHER BUSINESS

The Clerk advised that a resident had complained about the lack of gritting on certain roads in the parish and the Clerk had accordingly contacted County Cllr David Smith for information on which roads should be gritted by Lancs CC.

Roger Park advised that a resident of Bolton-by-Bowland had noted that, if the Environment Agency had not installed flood defence measures in the village, Main Street would have been flooded on at least one occasion during recent months. It was agreed that a letter of thanks should be sent to the Environment Agency on behalf of the Parish Council.

## DATE OF NEXT MEETING

Monday 14 March 2016 at 7.30 pm Sawley Village Hall