

**MINUTES OF THE MEETING OF
BOLTON BY BOWLAND, GISBURN FOREST AND SAWLEY PARISH COUNCIL
HELD AT SAWLEY VILLAGE HALL
MONDAY 9TH MAY AT 7.30PM**

Present: Allan Clements, Catherine Curry, Hayden Fortune, Arnold Foster, Liz Moorhouse, Roger Park, Elizabeth Twist (Chair), Mary Walsh, Paul Wilson
Borough Cllr. Richard Sherras, and several residents from Tosside

Apologies: Lynda Holt, Ian Willock, Borough Cllr. Rosie Elms

1.ELECTION OF CHAIR 2016/17

Elizabeth Twist was elected as Chair of the Parish Council for the forthcoming year.

Elizabeth Twist offered to take on the role of Temporary Parish Clerk until a new Parish Clerk was appointed.

2. ELECTION OF VICE CHAIR 2016/17

Hayden Fortune was elected as Vice Chair of the Parish Council for the forthcoming year.

3. APOLOGIES FOR ABSENCE

The apologies noted above were accepted.

4. MINUTES OF PARISH COUNCIL MEETING OF 11 APRIL 2016

The minutes of the Parish Council meeting of 11th April 2016 had been previously circulated and were approved as a true record of proceedings at that meeting and duly signed.

5. APPOINTMENT OF INTERIM RESPONSIBLE FINANCE OFFICER

Arnold Foster offered to take up the position of Interim Responsible Finance Officer until a new Parish Clerk was appointed.

6. MATTERS ARISING

There were no matters arising.

7. DECLARATION OF INTEREST

None

8. PUBLIC PARTICIPATION

Angela Lumb spoke at length about a number of issues concerning the Neighbourhood Plan and its impact on Tosside. Mrs. Lumb was advised that there would be an opportunity to put forward her views at the next stage of the consultation process.

9. ELECTIONS TO EXTERNAL/INTERNAL COMMITTEES

- i) RVBC Parish Councils Liaison Committee – Hayden Fortune, Mary Walsh
- ii) Planning Delegation Scheme:-
 - Bolton by Bowland – Lynda Holt, Liz Moorhouse, Ian Willock
 - Gisburn Forest – Hayden Fortune, Paul Wilson
 - Sawley – Arnold Foster, Elizabeth Twist
- iii) Hungrill Trust – David Holt
- iv) St.Thomas’ Trust – Joyce Lilburn, Edith Booth

David Holt gave a history of the Hungrill Trust.

10. NEIGHBOURHOOD PLAN

Allan Clements gave an update on the progress of the Neighbourhood Plan.

11. PLANNING APPLICATIONS

- i) *Riverside Barn and Cottage, Sawley.* The application had been refused by RVBC.
- ii) *Holden Clough Nursery.* Ian Willock and Elizabeth Twist to write a letter to the Planning Department regarding Holden Clough’s application for a late licence once a week.

12. PARISH LENGTHSMAN

The Lengthsman’s latest invoice was submitted and the work undertaken in the period covered by the invoice was outlined.

13. LANCASHIRE CC LOCAL DELIVERY SCHEME 2016/17

The Parish Council agreed to continue with this scheme.

14. FINANCIAL REPORT

The Annual Return and Internal Audit Report had been circulated to Councillors by email.

- i) The meeting considered the Annual Governance Statement 2015/16, which was approved by Councillors and signed by the Retiring Chair, Mr. Clements and the Acting Parish Clerk, Mrs. Twist.
- ii) The Financial Statements 2015/16 were approved by the meeting.
- iii) Invoices submitted for approval:-

Tosside City Link (Room hire)	£15.00
Sawley Village Hall (Room hire)	£30.00
Datacentre (Website)	£48.00
Zenith Municipal (Insurance)	£251.85

C.A.Holmes (Clerk)	£100.00
Post Office (Clerk's P.A.Y.E.)	£25.00
Martyn Bishop (Internal Auditor)	£200.00
James Waddington (Lengthsman)	£300.13
Andy Waddington (B by B Defib. electrical work)	£125.22
A.Jepson (Sawley Defib. electrical work)	£172.80

15. STANDING ORDERS

Work on Standing Orders is ongoing by Elizabeth Twist and Mary Walsh.

16. GRANTS TO VILLAGE HALLS

Following discussion it was decided that a grant of £1,000 would be given to each of the three Village Halls. Each Village Hall is to be asked to confirm what the money was spent on.

17. RECRUITMENT OF THE NEW PARISH CLERK

A sub-committee was formed, comprising of Elizabeth Twist, Hayden Fortune and Mary Walsh to advertise for the post of Parish Clerk and create a list of suitable applicants.

Arnold Foster thanked the retiring Chair, Allan Clements, on behalf of the Parish Council for all his hard work.

18. DATE OF THE NEXT MEETING

Monday, 6th June, 2016 at Bolton by Bowland Village Hall at 7.30pm.