

**MINUTES OF THE MEETING OF
BOLTON BY BOWLAND, GISBURN FOREST AND SAWLEY PARISH COUNCIL
HELD AT BOLTON BY BOWLAND VILLAGE HALL
MONDAY 6th JUNE 2016 AT 7.30PM**

Present: Arnold Foster, Lynda Holt, Liz Moorhouse, Roger Park, Elizabeth Twist (Chair),
Mary Walsh, Ian Willock, Paul Wilson
Borough Cllr. Richard Sherras and one member of the public

Apologies : Allan Clements, Catherine Curry, Hayden Fortune

1.APOLOGIES FOR ABSENCE

The apologies noted above were accepted.

2. MINUTES OF PARISH COUNCIL MEETING OF 9 MAY 2016

The minutes of the Parish Council meeting held on 9th May, 2016 were approved subject to amendments being made. A true record has now been uploaded onto the website.

3. MATTERS ARISING

There were no matters arising.

4. DECLARATION OF INTEREST

Ian Willock declared an interest in Item 7 (c), Holden Clough Nursery.

5. PUBLIC PARTICIPATION

None

6. NEIGHBOURHOOD PLAN – UPDATE

Paul Wilson answered questions previously emailed to Parish Councillors by the Tosside Residents' Group.

Parish Councillors expressed concern that the Parish Council was still waiting to receive the amended draft neighbourhood plan. The two Parish Councillors present, who are members of the Steering Group explained, again, that the SEA had taken longer than expected to be published and that Kirkwells should be asked to speed up their production of the document. Allan Clements is to be asked to liaise with Kirkwells to achieve this.

Parish Councillors will receive the document two weeks prior to it being debated at a Parish Council meeting, to allow ample time for consideration.

Borough Councillor Sherras again outlined the process which would take place following the Submission going to R.V.B.C.

7. PLANNING APPLICATIONS AND MATTERS

a) 3/2016/0269 New House Farm, Grunsaghill Road, Bolton by Bowland

b) 3/2016/0321 2, Cowper Place, Sawley

The Parish Council did not have any objections to the above applications.

C) 3/2016/0078 Holden Clough Nursery

Ian Willock mentioned that he had been in contact with County Councillor David Smith and the Friends of Holden had contacted Nigel Evans MP in connection with this planning application to vary conditions of planning permission 3/2011/0838, to allow the business to operate until 23.00 hours on one occasion per week. Nigel Evans had expressed concern over the issue and was in support of the Group. Kath Ludlum has been asked to speak on behalf of the Friends of Holden when the application goes before the Planning Committee, which may be on the 30th June, 2016 or 21st July, 2016.

8. PARISH LENGTHSMAN

Arnold Foster outlined the work undertaken by James Waddington covered by his latest invoice for £630.88. This was comprised of 31.5 hours at Tosside, 9 hours at Bolton by Bowland and 11 hours at Sawley.

9. INVOICES FOR APPROVAL

The following invoices were submitted for approval :-

James Waddington (Lengthsman)	£630.88
Tosside Village Hall (Grant)	£1,000.00
Bolton by Bowland Village Hall (Grant)	£1,000.00
Sawley Village Hall (Grant)	£1,000.00
Elizabeth Twist (Clitheroe Advertiser and Times – advertisement)	£150.86

10. STANDING ORDERS

Work on the Standing Orders is ongoing by Mary Walsh and Elizabeth Twist. Concern was expressed by Councillors on the length of time this was taking.

Ian Willock kindly offered to remove some of the guidance information from the NALC Model Standing Orders displayed on the website which are presently being used as a draft document for the Parish Council.

11. PARISH CLERK RECRUITMENT

Elizabeth Twist said that vacancy notices had been placed on village noticeboards, in Village Halls and in the R.V.B.C. office to advertise the post of Parish Clerk. An advertisement had been placed in the Clitheroe Advertiser and Times on Thursday, 26th May, 2016. As a result, four people had shown interest in the post and Job Description and Person Specification documents had been emailed to them.

Parish Councillors agreed that the sub-committee, Hayden Fortune, Elizabeth Twist and Mary Walsh should move the process forward, interview applicants and bring the name and details of the most suitable candidate to the next Parish Council meeting for approval.

Elizabeth Twist and Arnold Foster highlighted the relatively poor rate of pay for Parish Clerks, considering the weighty responsibilities they have. It was agreed that a higher rate of pay might be

needed to attract a suitable candidate. The amount of work expected to be undertaken by the Parish Clerk in three hours per week was also questioned and it was agreed that this could be increased.

12. ANY OTHER BUSINESS

Elizabeth Twist gave details of a meeting of the Ribble Valley Area Committee of the Lancashire Association of Councils which she had received that day. The meeting would take place at West Bradford Village Hall on Tuesday, 7th June, 2016. Elizabeth Twist and Mary Walsh would attend.

Lynda Holt gave details of the Flower Weekend to be held in the Church at Bolton by Bowland on the 2/3rd July, 2016. The Parish Council will be expected to produce an arrangement of flowers and Lynda offered to take responsibility for this task.

Mary Walsh agreed to be the Parish Council Representative on the Village Hall Committee.

Posters were given out to be placed on notice boards in connection with the new Foster Carer recruitment campaign from Lancashire County Council.

13. DATE AND LOCATION OF NEXT MEETING

Monday, 4th July, 2016 at Bolton by Bowland Village Hall at 7.30pm.