

**MINUTES OF THE MEETING OF  
BOLTON-BY-BOWLAND, GISBURN FOREST AND SAWLEY PARISH COUNCIL  
HELD AT BOLTON BY BOWLAND VILLAGE HALL  
MONDAY 13 APRIL 2015 AT 7.30 PM**

Present: Joan Porter (Chair), Jonathon Backhouse, Nicky Capstick, Allan Clements, Liz Moorhouse, John Thornber, Mary Walsh, Paul Wilson  
Borough Cllr Rosie Elms, Borough Cllr Richard Sherras, Clerk and two members of the public

Apologies: David Blackledge, Lynda Holt, John Walmsley,

#### MINUTES OF PREVIOUS MEETING

The Minutes of the Parish Council meeting of 02 March 2015 had been previously circulated. The Minutes were accepted as a true record of proceedings at that meeting and duly signed.

#### DECLARATION OF INTEREST

None

#### PUBLIC PARTICIPATION

Arnold Foster queried expenditure on the Neighbourhood Plan and a detailed spreadsheet showing income and expenditure on the Neighbourhood Plan was distributed to all present. It was explained that the only item of unforeseen expenditure which could be necessitated was a Strategic Environmental Assessment and advice on whether this was necessary, as well as a quotation, was currently being sought.

#### NEIGHBOURHOOD PLAN

Allan Clements explained that it was intended to distribute a note to residents informing them of progress to date with the Neighbourhood Plan. It was explained that the consultation process had generated 74 pages of comments which would be uploaded onto the website in due course. The Plan had been amended to take into account concerns of Holden residents regarding parking and access to Holden and also the concerns of the Environment Agency regarding Site 3. It was explained that a constructive meeting had been held with Colin Hirst and Phil Dagnell of RVBC at which all the comments from RVBC on the Plan had been discussed. It was reiterated that none of the comments made by RVBC were considered obstacles to progress with the Plan. It was envisaged that the Plan would be submitted to the Parish Council at the May 2015 meeting and, if approved, would be submitted to RVBC for the Borough Council to conduct its own consultation. Borough Cllr Sherras advised that Neighbourhood Plans were being seen as increasingly important documents and were more frequently quoted by Planning Inspectors.

#### PLANNING APPLICATIONS

*Extension, Calder Farm, Settle Road, Bolton-by-Bowland*

It was noted that no objections had been raised regarding the above application.

## PARISH LENGTHSMAN

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

The outcome of the meeting in February 2015 to discuss the potential transfer of the lengthsmen's equipment to James Waddington was queried and Mr Waddington confirmed that the Trustees of Tosside Community Link had subsequently agreed to the transfer. The Clerk advised that this decision had not yet been communicated in writing to the Parish Council and James Waddington offered to obtain written confirmation.

## FINANCIAL REPORT

### *Financial Statement*

The Clerk distributed a summary of income and expenditure for the period 27 February 2015 to 31 March 2015. Cheques totalling £2,777.72 had been presented in the month and income of £11,949.96 received and details were provided. It was explained that the Fraud Department of Barclays Bank had concluded that the sum of £11,949.96 had been fraudulently misappropriated from the Parish Council account over the financial years 2011-2014 and had accordingly reimbursed the Parish Council in March 2015 with the full amount. It was confirmed that, due to receipt of this reimbursement from the Bank, the insurers had been advised and would not now be paying out under the Parish Council's Fidelity policy, as previously advised in March 2015.

<i>Invoices for approval</i>		£
Bolton-by-Bowland Village Hall	Room Hire (Neighbourhood Plan)	12.00
James Waddington	Parish Lengthsman	459.38
		<b>471.38</b>

### *Year End Matters - Fixed Asset Register/Risk Register*

These items had been finalised and would be presented to the internal auditors for comment.

## PARISH COUNCIL ELECTIONS – 07 MAY 2015

The Clerk advised that there would be elections in both the Gisburn Forest and Sawley wards as nominations had exceeded vacancies but not in the Bolton-by-Bowland ward where there had been seven nominations for the seven places available.

Jonathon Backhouse explained his decision not to stand again in the Gisburn Forest ward and thanked fellow Councillors for their support during his years in office.

The Chair thanked Mr Backhouse for his help and support over the years and also thanked John Thornber, Nicky Capstick, David Blackledge and John Walmsley, all of whom were also standing down, for their contributions to the Parish Council during their terms of office.

Borough Cllr Sherras advised that RVBC intended to count the Parish Council votes after the Parliamentary and Borough Council votes so the results of the Parish Council elections may not be known until Monday 11 May 2015.

## HIGHWAYS ISSUES

The Clerk advised that Lancs CC intended to proceed with agreed road safety measures in Sawley but that the work had been delayed due to financial constraints at the end of the previous financial year. It was also reported that Peter Mason of Lancs CC had recently attended Sawley in conjunction with a colleague from the Flood Management Team and they were looking into the flooding problem in The Paddock.

The Clerk advised that the Tour of Britain cycle race would be passing through the parish on Monday 07 September 2015. Roads affected included Holden Lane, Main Street Bolton-by-Bowland and Gisburn Road, all of which would be subject to rolling road closures. Further information would be provided by the organisers nearer the event.

## FLOOD GAUGE – BOLTON-BY-BOWLAND

The Clerk advised that the Environment Agency was keen to install a flood gauge in Bolton-by-Bowland and had indicated that a second could be installed when it had been explained to them that a gauge was already in place in Skirden Beck. Arrangements needed to be finalised with the Environment Agency.

## ANY OTHER BUSINESS

The Chair advised that she had been approached by Sawley Village Hall Committee with a request for financial assistance from the Parish Council towards the costs of Sawley village playground. The Chair explained that over £4,000 had recently been spent on the playground in order to bring the equipment up to the requisite health and safety standards.

It was explained that the Parish Council budget for 2015/16 did not include an amount for playground maintenance but that in recent years grants had been given to each of the three village halls in the parish on an equitable basis and the halls had the discretion to use the grants as they so wished. It was noted that the Parish Council was under no obligation to give grants to the village halls but in recent years had done so, always on an equitable basis. It was agreed that the Parish Council should not involve itself in discussions as to the relative merits of projects in each of the villages or whether a more substantial grant could be given to one village over the others.

It was suggested that a long term plan for maintenance of and expenditure on the Sawley playground should be drawn up by an appropriate individual so an informed decision could be made regarding its future funding as outside bodies were unlikely to contribute without knowledge of probable costs.

It was agreed that the matter of grants to village halls should be dealt with at a future Parish Council meeting but that the quantum of any grants to be made would always be decided on an equitable basis between the three villages.

## DATE AND LOCATION OF NEXT MEETING

Monday 18 May 2015 at 7.30 pm at Tosside Community Hall

