

**MINUTES OF THE MEETING OF
BOLTON-BY-BOWLAND, GISBURN FOREST AND SAWLEY PARISH COUNCIL
HELD AT TOSSIDE COMMUNITY HALL
MONDAY 02 NOVEMBER 2015 AT 7.30 PM**

Present: Allan Clements (Chair), Arnold Foster, Lynda Holt, Liz Moorhouse,,Roger Park, Elizabeth Twist, Mary Walsh, Ian Willock, Paul Wilson
Borough Cllr Rosie Elms, Borough Cllr Richard Sherras, Clerk,
James Waddington (lengthsman)

Apologies: Cath Curry, Hayden Fortune

APOLOGIES FOR ABSENCE

The apologies noted above were accepted.

MINUTES OF PREVIOUS MEETING

The Minutes of the Parish Council meeting of 05 October 2015 had been previously circulated and were approved as a true record of proceedings at that meeting.

MATTERS ARISING

Roger Park advised he had sent the Clerk an e-mail advising of the exact location of the overhead electricity wire near Bolton-by-Bowland which it was hoped could be re-located underground as the Forest of Bowland AONB had requested this further information.

It was noted that Mary Walsh was not yet on the bank mandate as a signatory as a certified copy of her ID documents had not been provided. Allan Clements advised that Mrs Walsh may have to take a stronger line when visiting the Bank with the necessary documentation as he himself had done.

DECLARATION OF INTEREST

None

PUBLIC PARTICIPATION

None

NEIGHBOURHOOD PLAN

Allan Clements advised that work on the Strategic Environmental Assessment (SEA) was still ongoing but it was hoped it would be completed in the coming weeks. It was envisaged that the revised Neighbourhood Plan would be brought to the February 2016 meeting of the Parish Council with distribution to Parish Councillors in mid-January 2016.

PLANNING APPLICATIONS AND MATTERS

Higher Ghylls, Slaidburn (Bolton-by-Bowland ward)

The Parish Council had no objections to this application.

Licensing Application, The Garden Kitchen, Holden

It was reported that The Garden Kitchen had submitted an application to vary the terms of their premises licence which would effectively allow the restaurant to remain open from 9.00 am to 12 midnight seven days a week with permission to serve alcohol and play live/recorded music during these times. Ian Willock advised that the majority of residents of Holden had submitted letters of objection to RVBC about the application. Ian Willock further advised that a hearing about the application was expected in November 2015. After discussion it was agreed that the Parish Council supported the objections of the Holden residents and would send a letter of support to RVBC which Ian Willock agreed to draft.

PARISH LENGTHSMAN

James Waddington advised he had spoken with appropriate employees of Lancs CC regarding the replacement of a signpost under the Local Delivery Scheme and, given he was supposed to collect the sign from Dunsop Bridge, the fee payable would be negated by the diesel costs of collection. It was noted that the logistics of jobs under the Local Delivery Scheme needed to be weighed against the financial gain but it was accepted that with larger, more lucrative jobs there would not be this issue.

FINANCIAL REPORT

Half Year Review

The Clerk circulated a document showing income and expenditure year-to-date and progress against the budget 2015/16. It was explained that there were likely to be positive variances on expenditure on the lengthsman and miscellaneous items at year end so there would be an overall budgetary surplus. It was noted that the December 2015 meeting would consider the budget for 2016/17. Allan Clements suggested that a discussion needed to be held at the budget meeting regarding grants to the three Village Halls and whether this should continue to be made on an annual basis as in recent years.

The Clerk advised that Martyn Bishop, the internal auditor, had conducted a half year review of the Parish Council accounts and supporting records. The Clerk read out an e-mail from Martyn Bishop confirming that the accounts and records were all in order.

Invoices for approval

Tosside Community Link	£15.00
James Waddington (lengthsman)	£594.14
Total:	£609.14

PARISH COUNCIL WEBSITE

Ian Willock advised that he had spoken with Neil Guthrie who was willing to continue to update the existing website pending the establishment of the site with parishcouncil.net. It was noted that Neil Guthrie had incurred some expenditure whilst dealing with the website and Ian Willock confirmed that he had requested provision of an invoice detailing the expenditure incurred. It was confirmed that there would be no expenditure on the parishcouncil.net site until it was established and functional.

Ian Willock suggested that representatives of each of the wards should meet to decide the content of the new website and it was agreed that a sub-group comprising Ian Willock, Arnold Foster and Paul Wilson should undertake this task.

RVBC PARISH COUNCIL GRANTS – UPDATE

Paul Wilson advised that the availability of Parish Council grants had been discussed at the Trustees' meeting of Tosside Community Link and an article had been included in the latest edition of Tosside News. Roger Park confirmed he was in receipt of some proposals from Bolton-by-Bowland and would present the ideas as a package at a later meeting. Arnold Foster confirmed that an article regarding the grants would be placed in the Sawley Bugle.

WARD REPRESENTATION

The Clerk advised that she had received correspondence and information from RVBC's Legal Department regarding the issue of ward representation within the Parish Council and had subsequently had a conversation with Diane Rice, Head of Legal. Mrs Rice had explained that a review of Borough Council representation in the Ribble Valley was to be carried out in 2016 so it was very unlikely that any review of parish council representation would be undertaken at the same time unless the Borough review was subsequently widened to include parishes. Mrs Rice had also suggested that the Parish Council needed to be clear about what it wished to gain from a review of ward representation before embarking on the exercise. It was noted that a petition was required with the approval of 50% of the electorate in the ward concerned before the Borough Council would initiate any review.

It was agreed that Arnold Foster and Elizabeth Twist would handle the petition exercise and present it to the Borough Council who could then take whatever they deemed necessary.

BOROUGH COUNCILLORS' REPORT

Borough Cllr Sherras advised that the matters to be contained within the Borough Councillors' report had already been discussed elsewhere.

RVBC PARISH COUNCIL LIAISON COMMITTEE – 29 OCTOBER 2015

The Clerk advised that Hayden Fortune intended to present a report at the December 2015 meeting as he had been unable to attend the November meeting.

CORRESPONDENCE

The Clerk advised that she had received the formal precept request from RVBC for 2016/17.

ANY OTHER BUSINESS

Liz Moorhouse advised that there had been many complaints about the mobile advertising hoarding placed in a field opposite the Copy Nook. The Clerk advised that the matter had already been reported to RVBC and the Enforcement Officer had attended the site to take photographs and gain further information. The Enforcement Officer had advised that, pending further investigations into ownership/tenancy of the field in question, it was likely that those responsible for the hoarding would face prosecution.

Arnold Foster queried the provision of wreaths by the Parish Council at the Remembrance Day service. Roger Park advised that wreaths were not provided by the Parish Council in any of the three villages and that in Bolton-by-Bowland the War Memorial Committee dealt with arrangements for wreaths. It was suggested that a former Parish Councillor had dealt with the provision of wreaths in Sawley.

DATE OF NEXT MEETING

Monday 07 December 2015 at 7.30 pm Bolton-by-Bowland Village Hall