

Minutes of the Meeting of Bolton Parish Council
Monday 16th September 2024, 7.30pm in Bolton Memorial Hall

Present: Roger Bird (RB), Chairman

Councillors: Vice Chairman Walter Head (WH), Martin Fagan (MF), Peter Griffiths (PG), Peter Smith (PS)

In attendance Parish Clerk Shelagh Leyland (SL), and 13 members of the public

ITEM 1	WELCOME AND APOLOGIES FOR ABSENCE	
047/24/25	The Chairman welcomed everyone Apologies from Susan Simpson and Jessica Scott	
	DECLARATIONS OF INTEREST	
	None	
ITEM 2	TO ACCEPT AND AUTHORISE THE MINUTES OF THE PARISH COUNCIL MEETING 15th July 2024	
048/24/25	RESOLVED that the minutes of the Parish Council Meeting on 15 th July 2024 be confirmed as a true record and signed by the Chairman.	
ITEM 3	UNITARY COUNCILLOR'S REPORT	
049/24/25	Not present	
ITEM 4	COUNCILLOR REPORTS	
050/24/25	4.1 Update on Hall Extension Project (WH) Trustees are hoping to get £30,000 Lottery Community grant towards the next phase, drainage and tarmacking, but no work can start until next year due to winter weather. As soon as the drains are done, the Trustees will apply for a Lottery Heritage grant, 3 quotes will be needed PS asked of the Hall Trustees would consider applying for a grant to lower the kitchen floor in advance of the extension, as the stairs are a safety issues for the {mostly older or disabled} hall users. WH (Chair of the Trustees) was not in favour	
051/24/25	4.2 Update on Flood Resilience Discussions with WFC are ongoing concerning responsibilities	
052/24/25	4.3 Request for Tree Preservation order on Norway maple on village green This was turned down on the grounds that it is not subject to imminent threat and is of moderate amenity value	
053/24/25	4.4 Willows Trust Update The Trustee was unable to attend	
054/24/25	4.5 Update on drainage issue North End Drainage of surface water outside Jubilee Cottage was further explored by WFC: the water appears to be draining further down the road and surfacing in the field at the back of the Hermitage. A larger sump has been installed outside Jubilee Cottage to mitigate the risk of flooding	
055/24/25	4.6 Manhole cover outside Eden Grove This is the responsibility of United Utilities; we need photos of the displacement during heavy rainfall to make our case RESOLVED to ask residents to take photos at next occurrence of overflow	
056/24/25	4.7 Overgrown vegetation Bolton Lane Ends A complaint has been submitted to Highways UK	
ITEM 5	NEW BUSINESS	
057/24/25	5.1 Resignation of two councillors After many years of service as both councillor and Chairman, Peter Griffiths is resigning from the PC. RB thanked him for his valuable contributions, not	

	<p>least obtaining grants for various community projects. WH thanked PG for his support for the Memorial Hall and Car Park project.</p> <p>JS is also resigning as she is moving to Kent. The PC acknowledges her valuable contributions and wishes her well.</p> <p>RESOLVED to inform W&FC</p>	SL
058/24/25	<p>5.2 To choose litter picking lead</p> <p>PG was litter picking lead, he needs a replacement, not necessarily a PC member. No-one offered at the meeting</p> <p>RESOLVED to request in the parish newsletter</p>	SL
059/24/25	<p>5.3 Management of pump track and reporting to “Places to Ride”</p> <p>In return for their grant, British Cycling require annual reports on usage of the track for 5 years. PG offered to continue this tricky task for the time being</p>	
060/24/25	<p>5.4 To discuss W&FC’s street lighting policy</p> <p>Due to historical responsibilities, street lights in the residential no-through roads Whinell Drive, Eden Fold and Grahams Rigg (now owned by W&FC) are of Highways standard, whereas those on the main roads through Bolton (now owned by the PC) are classed as “footway lights” of lower standard. Furthermore, each of the former districts on the new unitary authority has different street light policies</p> <p>W&FC is working on standardising new policies</p>	
061/24/25	<p>5.5 Fellrunner Village Bus donation</p> <p>Fellrunner has suggested a donation of £459.00 based on 459 journeys from Bolton @ £1 each.</p> <p>RESOLVED to donate £460.00</p>	SL
062/24/25	<p>5.6 Complaint about new biomass boiler and kiln</p> <p>A resident has brought to the attention of the PC the construction of a biomass boiler and kiln without planning consent. The W&FC is now aware of this and the owners have submitted a retrospective application which has not yet been processed.</p> <p>The complaint is noted, but the PC is unable to comment until the planning application is received (see Item 6, Public Forum)</p>	
063/24/25	<p>5.7 To consider the offer from Appleby First Responders (AFR) to site a defibrillator near the top of North End.</p> <p>A resident of North End is a member of AFR, who have offered to site a defibrillator near the top of North End. AFR will take responsibility for checking/maintenance etc</p> <p>WH confirmed that he is responsible for the defibrillator at the Hall. It is regularly checked and pad were replaced earlier this year.</p> <p>RESOLVED to accept the offer with thanks, SL to liaise with AFR representative.</p>	SL
064/24/25	<p>5.8 To discuss the possibility of siting a mirror at Bolton Bridge</p> <p>The PC supports this suggestion, made by a resident. Other safety issues on the main roads include no central white line on the 90 degree angle bends, poor visibility at the bend near the kennels, and no signage to indicate that Oustenstand bridge is single track. It is not possible to monitor the weight restrictions on any of the bridges.</p> <p>RESOLVED to bring these safety issues and requests to the attention of the W&FC Highways team</p>	SL
ITEM 6 065/24/25	<p>PUBLIC FORUM</p> <p>Nettles and thistles round pump track</p> <p>A Rotary member resident reported that their environment group might be interested in dealing with the thistles and nettles round the pump track. This would allow proliferation of wildflower seeds, especially if yellow rattle plugs were planted</p>	

066/24/25	<p>RESOLVED that the PC would support this project. The resident will pursue with Rotary in the first instance but the PC is happy to become actively involved</p> <p>Proposed Wayleave Agreement A resident brought to the attention of the PC an email he received claiming to be from Open Reach, asking him to sign a wayleave agreement for a pole and manhole in his garden to facilitate communication in Bolton. This is not PC business, but he was advised that it sounded suspicious and to question it further.</p>																									
067/24/25	<p>Biomass boiler and kiln (see Item 5.6) Residents from North End explained their concerns about this construction, namely the excessive, continuous noise during the night and weekends. They acknowledged the business arguments for the project, but suggested that its use be restrained to working hours during the working week. The PC noted the contributions, but cannot comment at this stage, it awaits the retrospective planning application.</p>																									
ITEM 7	PLANNING MATTERS																									
068/24/25	<p>No new applications or decisions</p> <p>Eden Grove: the PC reported the dieback of two yew trees to the right of the drive, adjoining the new bungalows, presumably damaged by excavation for the drive. Although they are not included in the TPO, they are part of the landscaping plan and need to be replaced with suitable planting. The W&FC has placed an enforcement order</p>																									
ITEM 8	TO RECEIVE ACCOUNTS AND APPROVE PAYMENTS																									
069/24/25	<p>8.1 To review and accept bank account balances</p> <table border="1"> <tr> <td>Business Current Account 50276162</td> <td>50.00</td> </tr> <tr> <td>Business Savings Account 60834513</td> <td>10,887.68</td> </tr> <tr> <td>Community Account (project) 03750396</td> <td>5499.50</td> </tr> </table> <p>£ 293.67 was transferred from 60834513 to 03750396: share of VAT returns</p> <table border="1"> <tr> <th colspan="4">Breakdown of project account</th> </tr> <tr> <td>Bolton in Bloom</td> <td>507.20</td> <td>Bonfire</td> <td>2648.99</td> <td>Pump Track</td> <td>1793.44</td> </tr> <tr> <td>SHLF</td> <td>419.58</td> <td>Environment</td> <td>60.25</td> <td>VE75</td> <td>70.00</td> </tr> </table> <p>RESOLVED to accept current bank account balances</p>	Business Current Account 50276162	50.00	Business Savings Account 60834513	10,887.68	Community Account (project) 03750396	5499.50	Breakdown of project account				Bolton in Bloom	507.20	Bonfire	2648.99	Pump Track	1793.44	SHLF	419.58	Environment	60.25	VE75	70.00			
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071/24/25	<p>8.3 To review expenditure against budget On track - see appendix 1</p>																									
072/24/25	<p>8.4 New signatory to accounts 8 WH volunteered to replace PG as signatory on accounts SL to process</p>	SL																								

Item 9	COUNCILLORS MATTERS	.
073/24/25	PS: Electoral ward structure in W&FC: This is a nationwide public consultation about ward structures and councillor representation, & is subject to specific rules. Basically it means that our ward (Eden & Lyvennet Vale) cannot have more than two councillors, which we already have. They have informally split the parishes between them	
074/24/25	CCTV at recycling centre This suggestion arose as a result of increased incidences of fly-tipping. The Hall Trustees have discussed it, and are willing to consider putting a CCTV camera in situ. Two residents offered to pay for it. WH will liaise with the Trustees, W&FC and the residents to choose a suitable system	WH
075/24/25	Drainage in field and neighbours garden The neighbours have done considerable drainage works on their side, but there seems to be a leakage of sewage in the far corner of their garden. This is presumably coming from a septic tank. SL will try to map out septic tanks in the area that could be responsible	
ITEM 10	CONFIRM DATE OF NEXT MEETING	
076/24/25	RESOLVED that the next Parish Council meeting will be held at 7.30 pm on Monday 18 th November 2024	

Signed as correct

 Roger Bird , Chairman ----Date

FINANCIAL BRIEF FOR ANNUAL PARISH COUNCIL MEETING 16th September 2024

Bank balance 16th September 2024

Business Current Account	50.00
Business Savings Account 60834513	10,887.68
Community Account (project) 03750396	5499.50

Project account breakdown

B in B	Bonfire	Pump Track	SHLF	VE75	Environment	Total
507.20	2648.99	1793.46	419.58	70.02	60.25	5499.50

Payments to authorise

Precept: 50276162

S Leyland	<i>Salary Aug/Sept</i>	503.50	573.46
	<i>Reimbursement ink</i>	22.46	
	<i>Reimbursement presents/cards for councillors</i>	47.50	
Bolton memorial Hall	Hall hire		25.00
HMRC	PAYE		188.70
Fellrunner	donation		460.00

Exp vs budget end Sept 24 (includes todays payments)			
	Budget	exp end Sept 24	Balance
Clerk salary	4135.00	1887.90	2247.10
office Expense	250.00	245.89	4.11
Audit	0.00	0.00	0.00
CALC subs	200.00	207.77	-7.77
Insurance	560.00	642.93	-82.93
Fellrunner	475.00	460.00	15.00
Grass cutting	3600.00	1770.00	1830.00
Celebrations	300.00	0.00	300.00
training	100.00	0.00	100.00
meetings	150.00	100.00	50.00
Election	150.00	0.00	150.00
Maintenance	350.00	0.00	350.00
B in B	100.00	13.50	86.50
Contingency	500.00	599.99	-99.99
	10870.00	5927.98	4942.02