

Minutes of the Meeting of Bolton Parish Council

held on Monday 22nd January 2018 in Bolton Memorial Hall

Present: Peter Griffiths (PG) Chairman, Roger Bird (RB) Vice Chairman

Councillors: Alan Green (AG), Peter Smith (PS), Sheila Summerscales (SS), Martyn Worrall (MW)

In attendance: County Councillor Neil Hughes (NH), District Councillor Joan Raine (JR), the Parish Clerk Shelagh Leyland (SL), and 15 members of the public

The Chairman welcomed everyone.

ITEM 1	APOLOGIES FOR ABSENCE	
064/17/18	Retrospective apology from Barbara Butterworth, due to domestic emergency	
	DECLARATIONS OF INTEREST	
	None	
ITEM 2	TO ACCEPT AND AUTHORISE THE MINUTES OF THE PARISH COUNCIL MEETING OF 16th October 2017	
065/17/18	RESOLVED that the minutes of the Parish Council Meeting on 16 th October 2017 be confirmed as a true record and signed by the Chairman	
ITEM 3	COUNTY and DISTRICT COUNCILLOR REPORTS	
066/17/18	COUNTY COUNCILLOR'S REPORT NH: Ongoing Highways works: stabilisation of Bolton Bridge, and drainage works on the Colby Road. CCC budget: The government has agreed to allow county councils to increase general council tax by 3% plus another 3% for social care in each of the next two years. However, CCC had already consulted on, and agreed a 4% rise (2% general and 2% social care). Although each % rise in tax is worth about £1million, it is likely that it will stick to the 2% rise for 2018/19.	
067/17/18	DISTRICT COUNCILLOR'S REPORT JR: Confirmed that devolution of discretionary services will be delayed by one year to give all parish councils and meetings a chance to explore the implications and make a decision. The Chief Executive of EDC has resigned unexpectedly. The Eden Local Plan has hit another hurdle concerning adherence to national policies for solar farms. The issue of a single office site for EDC has again been raised, as the current offices are not fit for purpose. A member of the public asked about the possibility of the empty shops in New Squares being used for council offices.	
ITEM 4	PARISH COUNCIL REPORTS	
068/17/18	4.1 Outcome of meetings with CALC concerning devolution (SL) After further meetings with CALC and EDC, Bolton PC agreed to take over responsibility for the 10 approved footway lights and the playground, with certain conditions. EDC is drawing up an agreement for asset transfer of the footway lights: once signed this will guarantee that they will be included in the LED replacement programme for 2018/19. However, EDC has postponed the devolution process for a year, so no grant will be received next F/Y.	
069/17/18	4.2 Update on Play Park (PG) The Parish has raised £8,837 through fund-raising and donations (including £3000 from the Exchange and £600 from Appleby Rotary Club). A grant of £10,000 has been awarded by the National Lottery, making a total of £18,837	

	towards a target of £55,000. Six other grants have been applied for. Fundraising is ongoing. Completion is anticipated before the end of 2018.	
070/17/18	4.3 Web-site update The parish web-site is now up-to-date but reliant on new information being passed to AG. It would be preferable to develop a new web-site: a local resident has been asked to help, SL will follow up. Back up web manager is also needed - request to go out in parish newsletter.	SL
071/17/18	4.4 Eden Grove Update The current owner claims to have 2 parties interested in purchasing the property. If there is no progress it will go back to auction in February. He has mentioned the possibility of demolishing the main house and reapplying for planning permission for new detached houses. We await outcome.	
072/17/18	4.5 Dog Control in the Field and fouling The clerk has received increasing complaints about out-of-control dogs on the field and dog fouling everywhere. Various suggestions discussed to address the problem RESOLVED to encourage residents to be vigilant and talk to offenders or report fouling to the Community dog warden: include in parish newsletter yet again. The Hall Committee to put signage on the field gates about fouling and dog control	SL Hall
ITEM 5 073/17/18	PUBLIC FORUM No issues	
ITEM 6	NEW BUSINESS	
074/17/18	6.1 Data Protection Changes (MW) May 2018 will see changes to Data Protection regulations. It is not yet clear how this will impact on small parish councils. MW is booked on a course in March and will report back at the next PC meeting. RESOLVE to agree to training course for MW	MW
075/17/18	6.2 To agree pay rise for Parish Clerk If the PC agrees, the clerk goes up a scale to SCP20. Taking onto account the 2% pay rise agreed by the government, the hourly rate would then increase from £9.73 to £10.301. The Clerk also requests an increase in the total hours paid as a result of extra workload due to devolution of services. Current number of hours is 253.37 per year (equivalent to 4.85 hours per week over 48 weeks plus holiday entitlement). An increase to 275 hours is proposed: this will increase the salary bill from £2468.58 to £2832.77. RESOLVED to agree to scale rise and to increased hours	
076/17/18	6.3 To discuss possible precept increase (PS) PS and SL prepared a draft budget for 2018/19 (see attached). Proposed increases include the clerk's salary, training (for devolution) and maintenance of parish assets. A precept increase from £6,000 to £6,500 will incur an additional £3.20 in council tax (Band D), an increase to £7,000 would mean £5.72. For some unexplained reason the Council Tax Base has decreased from 203.04 to 198.49, despite more new houses. ED has not yet shed light on the reason for this. PS stressed the need to maintain a reasonable surplus (approx. half the precept) for unexpected occurrences and to cushion the eventual impact of increased costs of devolved services in 2022/23. RESOLVED to request increase in precept to £6,500	SL
077/17/18	6.4 To agree a date for Annual National litter pick RESOLVED to undertake the exercise on Sunday 4 th March. PG to obtain usual equipment. To request volunteers via the parish newsletter and email	PG

ITEM 7	PLANNING MATTERS				
078/17/18	APPROVED:				
	No.	Application	Date approved		
	16/0706	Outline permission for disabled access bungalow, land near Lyvennet Bridge	10 January 2018 S106 agreement signed		
	17/0713	Portaloo outside Methodist Chapel	17 th October 17		
	17/0737	Two dwellings at Stephenson Croft	19 th October 17		
	17/0838	Listed building consent for removal of pebbledash from Fern and Midtown Cottages	22 nd November 17		
	17/0954	Listed building consent to replace front windows Fern and Midtown Cottages	5 January 18		
	17/0978	Rear extension Glebe House	9 January 18		
	17/0994	Eden Bank Farm Change of use to dwelling house	Permitted development confirmed		
	PENDING				
	No.	Application	Date received	PC response	
	17/1034	4 dwellings on Land at Violet Bank	14 th December 17	No objection	
	17/1042	New bungalow in grounds of New North End	14 December 17	No objection	
	17/1068	Barn conversion at New Bewley	Permitted developments		
	17/1085	Rear conservatory Anglers Cottage			
	18/0054	Replacement front doors Fern & Midtown cottages	22 Jan	No objection	
	<p>17/0713: Portaloo outside Methodist Chapel This application was approved for a 2 year period from October 17. Screening has been erected but a member of the public stated that the portaloo is still not adequately screened from the houses opposite. RESOLVED to discuss the possibility of extending the screening with the Chapel estate managers</p>				SL
ITEM 8	TO RECEIVE ACCOUNTS AND APPROVE PAYMENTS				
079/17/18	8.1 Bank Accounts				
	As at end December 2017:				
	Business current account:	£	50.00		
	Business saving account:	£	6,015.06		
	Community (project) account:	£	6,683.40		
	PROJECT ACCOUNT 03750396 – breakdown as of end December 2017				
	Bonfire Night		1258.79		
	Bolton in Bloom		395.90		
	Play Park Project		5028.71		
	Audited bank reconciliations for Q2 and Q3 attached				
	RESOLVED to accept audited accounts				
080/17/18	8.2 Approval of Precept request				
	RESOLVED to approve and submit precept request for £6,500			SL	
081/17/18	8.3 Approval of Expenditures				
	Precept account				
	S. Leyland	Salary: December, January	£ 329.44		
		Reimbursement paper & postage stamps	£ 34.74		
		Reimbursement McAfee subscription (2years)	<u>£ 59.99</u>		
			£ 424.17		

	HMRC PAYE Oct-Dec £ 123.00 Mark Hill Grass cutting £1331.10 Memorial Hall Hall hire £ 22.00 CALC: VAT training course £ 50.00 Project account Ann Shepherd Reimbursement B in B bulbs (retrospective), £ 10.00 Ann Shepherd Reimbursement Bolton in Bloom costs £ 25.00	
ITEM 10	COUNCILLORS MATTERS	
082/17/18	Community Defibrillator During a recent event in the village, the ambulance service was unable to provide the caller with the code number to access the defibrillator cabinet. Morland First Responders (MFR) has since agreed with the ambulance service that the code number can be supplied to all villagers, but they MUST phone 999 first. First responder in Bolton AG (a trained First Responder) has agreed that his name and contact details can be circulated to residents as someone to be called on in an emergency	
ITEM 11	CONFIRM DATE OF NEXT MEETING	
083 /17/18	RESOLVED that the next Parish Council meeting will be on Monday 19th March 2018	

Signed as correct

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Peter Griffiths, Chairman

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Date