

## Minutes of the Meeting of Bolton Parish Council

**Monday 30<sup>th</sup> September, 2019, 7.30pm in Bolton Memorial Hall**

**Present:** Peter Griffiths (PG) Chairman, Roger Bird (RB) Vice Chairman  
Councillors: Alan Green(AG), Laura Hall (LH), Peter Smith (PS), Sheila Summerscales (SS),  
Martyn Worrall (MW)

**In attendance** County Councillor Neil Hughes (NH), District Councillor Joan Raine (JR), Parish Clerk Shelagh Leyland (SL), and 10 members of the public.

The Chairman welcomed everyone.

<b>ITEM 1</b>	<b>APOLOGIES FOR ABSENCE</b>	
051/19/20	None	
	<b>DECLARATIONS OF INTEREST</b>	
	None	
<b>ITEM 2</b>	<b>TO ACCEPT AND AUTHORISE THE MINUTES OF THE PARISH COUNCIL MEETING OF 15<sup>th</sup> July 2019</b>	
052/19/20	<b>RESOLVED</b> that the minutes of the Parish Council Meeting on 15 <sup>th</sup> July be confirmed as a true record and signed by the Chairman	
<b>ITEM 3</b>	<b>COUNTY and DISTRICT COUNCILLOR REPORTS</b>	
053/19/20	<b>COUNTY COUNCILLOR'S REPORT:</b> NH: The A66 consultation phase is completed. Asby Parish has hopefully identified someone to manage the Speed Indicator Device for the village. More cuts are expected to the CCC budget for 2020/21 - although the chancellor has promised one year's funding, this short term support is of little use except to pay bills.	
054/19/20	<b>DISTRICT COUNCILLOR'S REPORT:</b> JR: The results of the consultation on polling stations have already been considered by the scrutiny committee. The scrutiny restructure review group is suggesting that reviews be limited to internal council business (in the past reviews of external issues have been held, for example ambulance response times. The restructuring of EDC is causing some problems and many meetings have been cancelled. The future of the "Heart of Cumbria" project is uncertain. The Council Plan is out for consultation.  <b>RESOLVED</b> to accept the reports of NH and JR	
<b>ITEM 4</b>	<b>PARISH COUNCIL REPORTS</b>	
055/19/20	<b>4.1 Feedback from Hall Committee</b> SS updated the PC on the Hall Committee's plan to install outdoor lights and an outdoor electricity point for Xmas lights, and renovate the railings and gates with the help of volunteers and a £500 grant from the Willows Trust. They are still awaiting the adoption agreement with EDC for the additional area of the play park.	
056/19/20	<b>4.2 Update on Bolton Educational Foundation Trust</b> The Trust has been dormant for 10 years, the four existing trustees do not want to continue, and have signed a declaration transferring management responsibility to the PC. Funds are currently being moved from the various banks and financial management companies to a Parish Council project account, to be used for the original purposes of supporting the education of	

	<p>young people in the village. It is not yet clear exactly how much money there is, but it is probably in the range of £7-8,000.</p> <p>Historically, interest on the invested funds was used to award small grants to individual children when they left the primary school (example for school uniforms). This was administratively burdensome and potentially divisive as it was restricted to children from Bolton Parish. Given the current volatility of the stockmarket, low interest rates, and the poor financial state of the primary school, it is proposed that the funds would be better used for more substantial projects to be identified by the school. PG will attend a governors' meeting to discuss.</p> <p><b>RESOLVED</b> to use the Trust funds to support suitable projects identified in conjunction with the primary school.</p>	
057/19/20	<p><b>4.3 Grass cutting Graham's Rigg</b></p> <p>A resident has been identified who is willing to trim the grass twice a year, but is currently unable to do it because of medical problems. In the interim, another resident trimmed the area.</p>	
058/19/20	<p><b>4.4 Up-date on web-site</b></p> <p>Two volunteers have been identified to help AG maintain the web-site. AG has developed Standard Operating Procedures for various procedures.</p> <p><b>RESOLVED</b> that AG will brief the two volunteers.</p>	AG
059/19/20	<p><b>4.5 Update on cycle/pump track project</b></p> <p>EDC responded positively to the pre-planning application advice request. However, the Hall Committee wants more information about the proposed track before a decision can be made. Initially there was a good deal of support from children, the Bolton Bunch, some members of the Hall Committee, but enthusiasm seems to have waned in some quarters.</p> <p><b>RESOLVED</b> to gather further information on cost, design, insurance, maintenance etc to discuss with the Hall Committee</p>	SL
060/19/20	<p><b>4.6 Up-date on Hall Development Project</b></p> <p>The building and energy survey report has been received and considered. User group, private hirers and household questionnaires have been distributed and returned, but not yet analysed. A local architect has agreed to meet the hall committee and steering group on October 25<sup>th</sup> for a preliminary discussion about possibilities.</p>	
061/19/20	<p><b>4.7 Painting of public benches</b></p> <p>R Hudson has painted the three public benches and the map/bench stand on the village green.</p>	
062/19/20	<p><b>4.8 Parish VE day celebrations 8<sup>th</sup> - 10<sup>th</sup> May 2020</b></p> <p>LH convened an open meeting (5 attendees) to discuss plans for the Parish Celebration. There will be a "Tea Dance" on the afternoon of Friday 8<sup>th</sup>, followed by a BBQ and dancing in the evening. Funds will be sought for the refreshments. The event will be ticketed but free. The BFA will provide bar services.</p> <p><b>RESOLVED</b> to seek funding for refreshments/bunting/marquee floor hire etc from Bolton Willows Trust</p>	LH/ SL
063/19/20	<p><b>4.9 Appointment of internal auditor</b></p> <p><b>RESOLVED</b> to appoint Alan McViety as internal auditor</p>	
064/19/20	<p><b>4.10 Update on Eden Grove and S106 agreements</b></p> <p>The revised application to change the mews block to detached houses has been stuck at pre-application planning advice stage since May. Meanwhile work is proceeding well on four new dwellings and conversion of the main house into apartments.</p> <p>The S106 agreement provides for a contribution of £36,153 to CCC "to provide capacity at Bolton Primary School or to transport children to the nearest school with capacity". This contribution is payable when the 5<sup>th</sup></p>	

	dwelling is occupied. The school head and governors are aware and will pursue with CCC: NH offered to support them. The S106 also provides for a contribution of £17,712 to CCC Highways to support provision of a footpath from EG to the village, again payable when the fifth dwelling is occupied.	
ITEM 5 065/19/20	<b>PUBLIC FORUM</b> A resident reminded the PC that the planning permission for the Portaloo outside the Methodist Chapel expires on or before 17 <sup>th</sup> October. SL to follow up with the Chapel. LH reported that a resident is interested in participating in Cumbria Wildlife Trust's "Get Cumbria Buzzing" project. It was suggested that the resident contacts Bolton in Bloom to discuss.	SL
ITEM 6	<b>NEW BUSINESS</b>	
066/19/20	6.1 To accept Completion of Audit & approve Audit fee <b>RESOLVED</b> to accept the audit report and pay the requested fee (£360 as total expenditure for 2018/19 exceeded £50,000).	
067/19/20	<b>6.2 To agree on Fellrunner contribution</b> Usage by Boltoners has increased slightly. The requested contribution is £228.30. <b>RESOLVED</b> to contribute £250.	SL
068/19/20	<b>6.3 To agree on Council's response to EDC review of Polling Districts and places</b> Bolton PC has no comments	
069/19/20	<b>6.4 To consider a response to Eden District Council Plan 2019- 2023</b> <b>RESOLVED</b> that PS will attend the consultation meeting and submit comments to be forwarded to EDC.	PS
070/19/20	<b>6.5 To discuss any necessary further action concerning speeding vehicles on South End</b> Speeding vehicles are an on ongoing problem, primarily lorries and parents on the school run. The police are aware and have attended with speed guns at random times. Physical traffic calming measures are expensive, and eventually tend to be resented by residents who subsequently demand eventual removal <b>RESOLVED:</b> <ul style="list-style-type: none"> <li>to deploy the SID on South End and record the volume of speeding traffic to assess the problem</li> <li>CSW to focus on South End especially at school start/finish times</li> <li>LH to ask school to seek support of parents</li> <li>Ongoing liaison with police.</li> </ul>	AG  LH SL
ITEM 7	<b>PLANNING MATTERS</b>	
071/19/20	<b>19/0490 Stable, 4 Valley View Drive</b> Planning permission granted	
ITEM 8	<b>TO RECEIVE ACCOUNTS AND APPROVE PAYMENTS</b>	
072/19/20	<b>8.1 To review and accept current bank account balances</b>  <b>Balance as of 27 September 2019</b>  Business current account: £ 50.00 Business saving account: £ 9,212.65 Community (project) account: £ 6,700.93	

073/19/20	<p><b>Project account breakdown:</b></p> <table><tr><td>Bolton in Bloom</td><td>£ 954.32</td></tr><tr><td>Bonfire fund</td><td>£ 2,065.86</td></tr><tr><td>Shared Heritage Lottery fund</td><td>£ 1,510.41</td></tr><tr><td>Bolton Educational Foundation</td><td>£ 2,180.33</td></tr><tr><td>Play park</td><td>£ - 9.99</td></tr></table> <p><b><u>8.2 To review expenditure against budget</u></b> Overspend on audit, otherwise on track</p> <p><b><u>8.3 To approve expenditures</u></b></p> <p><b>Precept Account</b></p> <table><tr><td>S Leyland, salary June/July</td><td>£400.00</td><td></td></tr><tr><td>Reimbursement Village Survival guide</td><td>£ 9.24</td><td></td></tr><tr><td>Reimbursement 5L paint for public seats</td><td>£ 84.33</td><td>£493.57</td></tr><tr><td>HMRC, PAYE Q2</td><td></td><td>£150.00</td></tr><tr><td>Bolton memorial Hall hire</td><td></td><td>£ 22.00</td></tr><tr><td>EDC election costs</td><td></td><td>£105.00</td></tr><tr><td>Fellrunner</td><td></td><td>£250.00</td></tr><tr><td>PKF External Audit fee</td><td></td><td>£360.00</td></tr><tr><td>R Hudson, painting of public benches</td><td></td><td>£206.00</td></tr></table> <p><b><u>Project Account</u></b></p> <table><tr><td>H Tyson, design for information sign (SHLF)</td><td></td><td>£100.00</td></tr><tr><td>S. Leyland, reimbursement information sign (SHLF)</td><td>£868.26</td><td></td></tr><tr><td>Reimbursement plant guards for field (SHLF)</td><td>£ 83.90</td><td></td></tr><tr><td>Reimbursement leaflet holder (SHLF)</td><td>£ 17.50</td><td></td></tr><tr><td>Reimbursement daffodils bulbs (B in B)</td><td>£ 16.95</td><td>£986.61</td></tr></table>	Bolton in Bloom	£ 954.32	Bonfire fund	£ 2,065.86	Shared Heritage Lottery fund	£ 1,510.41	Bolton Educational Foundation	£ 2,180.33	Play park	£ - 9.99	S Leyland, salary June/July	£400.00		Reimbursement Village Survival guide	£ 9.24		Reimbursement 5L paint for public seats	£ 84.33	£493.57	HMRC, PAYE Q2		£150.00	Bolton memorial Hall hire		£ 22.00	EDC election costs		£105.00	Fellrunner		£250.00	PKF External Audit fee		£360.00	R Hudson, painting of public benches		£206.00	H Tyson, design for information sign (SHLF)		£100.00	S. Leyland, reimbursement information sign (SHLF)	£868.26		Reimbursement plant guards for field (SHLF)	£ 83.90		Reimbursement leaflet holder (SHLF)	£ 17.50		Reimbursement daffodils bulbs (B in B)	£ 16.95	£986.61	
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ITEM 10 075/19/20	<b>CONFIRM DATE OF NEXT MEETING</b> <b>RESOLVED</b> that the next Parish Council meeting will be changed from Monday 18 <sup>th</sup> to <b>25<sup>th</sup> November</b>	SL																																																				

Signed as correct

-----Date-----  
Peter Griffiths, Chairman

**BOLTON EDUCATIONAL FOUNDATION OF REAL ESTATE**  
reference 1638900 as

**We, the undersigned confirm that we were the appointed trustees of the Bolton Educational Foundation of Real Estate.**

**This charity will now be administered by Bolton Parish Council and we understand that the monies will be ringfenced and used as per the original objections.**

**The COIF Charity Fund account should be closed with the monies being transferred to Bolton Parish Council bank account.**

*6 13/9/19*  
**Christopher Butterworth signature and date**

*David Baxter 18/9/19*  
**David Baxter signature and date**

**David Hayton signature and date**  
*David Hayton 24-9-19*

**Harold Forrester signature and date**  
*H Forrester 11-9-19*