

Minutes of the Meeting of Bolton Parish Council
Monday 15th July 2024, 7.30pm in Bolton Memorial Hall

Present: Roger Bird (RB), Chairman

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

In attendance W&F Unitary Councillor Neil McCall (NM), Parish Clerk Shelagh Leyland (SL), and two members of the public

ITEM 1	WELCOME AND APOLOGIES FOR ABSENCE	
030/24/25	The Chairman welcomed everyone Apologies: Susan Simpson with reason	
	DECLARATIONS OF INTEREST	
	None	
ITEM 2	TO ACCEPT AND AUTHORISE THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING 6th May 2024	
031/24/25	RESOLVED that the minutes of the Parish Council Meeting on 6 th May 2024 be confirmed as a true record and signed by the Chairman.	
ITEM 3	UNITARY COUNCILLOR'S REPORT	
032/24/250	Eden Locality Board has allocated an additional £50,000 to the Household Support Programme (e.g. Family support, food banks). NM to feedback information on the Sustainable Transport Grant programme to the PC RESOLVED to accept NM's report	NM
ITEM 4	COUNCILLOR REPORTS	
033/24/25	4.1 Up-date on the Hall Extension project Field Day raised a record £3086 for the Hall. WH will apply for a £30,000 lottery grant towards the drainage. Update at next meeting	
034/24/25	4.2 Update on Flood Resilience Planning (PS and Mr Dewey, a member of the public) After meetings with various officers in WFC, it has become apparent that there are no comprehensive plans of local drainage pipes across WFC, including Bolton. It will take far longer than anticipated to collect this information and new equipment will be needed to identify pipes. As increased rainfall is predicted over the next years, it is critical that this information is gathered for the whole of WFC: the development of a Flood Plan will be part of the new WFC Local Plan process. It is also apparent that responsibility for surface water drainage needs to be clarified particularly drainage under grass verges and pavements. At a local level, WFC Highways will be further exploring the drainage issue at North End on 24 July	
035/24/25	4.3 Up-date on WFC Local Plan process (PS & MF) The process of amalgamating three District Local Plans into one WFC Unitary Authority plan has begun. The impression is that it will draw on the existing Local Plans, though there are significant differences in policies e.g affordable housing. The reduction in numbers of school-age children in Cumbria has been given as the reason for the stagnation of the education grant, but it is not clear if this is a permanent or temporary phenomenon.	SL
036/24/25	4.4 To decide whether to pursue gov.uk domain & emails etc The PC discussed the pros and cons of migration based on information gleaned from NALC, the gov.uk web-site, quotations from IT suppliers and experience of other PCs.	

	The PC agreed that the cost of migration (both set up and ongoing costs) was extortionate compared with any possible benefits and could not be justified. SL has joined a new NALC forum for "micro-councils" (precept < £10,000) and will discuss the issue with them. RESOLVED to defer decision until discussed with NALC.	SL						
037/24/25	4.5 Update on Willows Trust (RB) One of the Trustees has agreed to attend the next PC meeting to provide further information on the status and functioning of the Trust.							
038/24/25	4.6 Additional Tree Preservation Orders There was no feedback from residents about trees to be added. The PC agreed that the possibility of applying a TPO to the red sycamore on the village green be pursued RESOLVED to apply for TPO on the red sycamore on the village green	SL						
ITEM 5	NEW BUSINESS							
039/24/25	5.1 To decide whether to support the campaign to ensure greater safety in the use and disposal of lithium batteries RESOLVED that this is not considered a Parish Council issue							
	5.2 To review and approve the updated Co-option Policy RESOLVED to approve the updated Co-option Policy							
ITEM 6 040/24/25	PUBLIC FORUM Manhole cover outside Eden Grove The frequent and dangerous displacement of the manhole cover outside Eden Grove was raised. This occurs during heavy rainfall when surface water overwhelms the system. It has been an issue for over a decade, previous correspondence with UU came to nothing. The problem is that at this point there is a right angled bend in the main combined sewer/surface water pipe from the village towards the sewage treatment plant. Surface water from Eden Grove joins at the junction, which gets clogged with fat and wet-wipes. RESOLVED that the PC will contact UU to follow up	SL						
041/24/25	Overgrown vegetation obscuring vision of oncoming vehicles at Bolton Lane Ends Another dangerous situation caused by infrequent cutting of vegetation by Highways England: A local resident had to step in recently. SL to contact Highways about this issue plus frequent placement of diversion signs that obscure oncoming traffic	SL						
ITEM 7	PLANNING MATTERS							
042/24/25	No new applications							
ITEM 8	TO RECEIVE ACCOUNTS AND APPROVE PAYMENTS							
043/24/25	8.1 To accept bank reconciliation for Q1 RESOLVED to accept bank reconciliation for Q1 (Appendix 1)							
044/24/25	8.2 To review bank account balances <table border="1" data-bbox="359 1809 1173 1937"> <tr> <td>Business Current Account 50276162</td> <td>50.00</td> </tr> <tr> <td>Business Savings Account 60834513</td> <td>13774.78</td> </tr> <tr> <td>Community Account (project) 03750396</td> <td>5205.83</td> </tr> </table>	Business Current Account 50276162	50.00	Business Savings Account 60834513	13774.78	Community Account (project) 03750396	5205.83	
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Business Savings Account 60834513	13774.78							
Community Account (project) 03750396	5205.83							

	Breakdown of project account			
	Bolton in Bloom	513.65	Bonfire	2415.65
			Pump Track	1769.46
	SHLF	419.58	BEFT	0
	Environment	44.42	VE75	70.02
	RESOLVED to accept current bank account balances			
045/24/25	8.4 To approve payments			
	RESOLVED to accept payments			
	S Leyland	Salary		503.50
		reimburse web-site charges		66.89
		ink cartridge		22.46
		paper		24.94
		Plants for village green	13.50	631.29
	Mark Hill	grass cutting field	630.00	
		village	1140.00	1770.00
	Memorial Hall	Annual parish meeting 30 may	25.00	
		PC meeting 15th July	25.00	50.00
	HMRC	PAYE Q1		188.70
ITEM 9	COUNCILLORS MATTERS			
	None			
ITEM 10	CONFIRM DATE OF NEXT MEETING			
046/24/25	RESOLVED that the next Parish Council meeting will be held at 7.30 pm on Monday 16 th September 2024 (if the Willows Trustee can make it)			

Signed as correct

----Date

Roger Bird , Chairman

Appendix 1: Bank Reconciliation for 2024-25, Q1

BOLTON PARISH COUNCIL

Bank reconciliation Q1 2024-25		
Prepared by Shelagh Leyland, Clerk and Responsible Financial Officer		
Balance as of 31 March 2024		
Business Current Account 50276162	50.00	
Business Savings Account 60834513	5268.57	
Community Account (project) 03750396	5232.76	
unpresented cheques	0.00	
Net Balance		10551.33
Balance as of 4 July 2024		
Business Current Account 50276162	50.00	
Business Savings Account 60834513	13774.78	
Community Account (project) 03750396	5205.83	
unpresented cheques	0.00	
Net Balance		19030.61
Reconciliation of net balance with receipts and payments		
Opening balance	10551.33	
Add receipts	10547.04	
Less payments	2067.76	
		19030.61

Reconciled from 1 April 23 - 31st March 2024

..... Date.....

RECEIPTS Q1			
PRECEPT ACCOUNT 50276162			
15-May	VAT return		995.44
BUSINESS ACCOUNT 608834513			
26-Apr	Precept		9500.00
10-May	CTRS		17.00
01-Jun	Interest		34.60
PROJECT ACCOUNT 03750396			
			0.00
total Q1			10547.04

PAYMENTS Q1				
PRECEPT ACCOUNT 50276162				
Date	To Whom	For What		Amount
06-May	S Leyland	Salary	503.5	
		reimburse laptop	599.99	
		reimburse ink cartridge	26.64	1130.13
	Memorial Hall	hire 6 may		25.00
	CALC	subs		207.77
	CLEAR	insurance		642.93
23-May	ICO	data protection		35.00
			subtotal	2040.83
PROJECT ACCOUNT 03750396				
06-May	S.leyland	reimburse plants field day		26.93
TOTAL PAYMENTS Q1			total	2067.76

Redistribution of VAT reclaim

BOLTON PARISH COUNCIL									
VAT RECLAIM 25/3/23 - 31/3/24									
Date of invoice	VAT no	VAT reclaim	Precept	Project	B in B	Bonfire	Pump trac	Envir	
25-Mar	printer ink	9.51	886313010	9.51					
22-May	drain survey	65.00	877832862	65.00					
07-Jun	plants	3.50	375018749	3.50					
19-Jun	grass cutting	280.00	772959670	280.00					
23-Jun	paper	4.68	536153357	4.68					
02-Aug	plant bulbs	14.00	318675084		14.00	14.00			
02-Aug	plant bulbs	6.50	306147288		6.50	6.50			
08-Sep	plants for car park	15.83	375018749		15.83				15.83
21-Sep	audit	42.00	120431530	42.00					
24-Sep	printer ink	6.41	851226249	6.41					
09-Oct	grass cutting	280.00	772959670	280.00					
31-Oct	fireworks	233.34	308632760		233.34		233.34		
09-Nov	grass cutting umptac	24.00	772959670		24.00			24.00	
18-Mar	plants	10.67	655284419			10.67			
		995.44		691.10	293.67	31.17	233.34	24.00	15.83