

Minutes of the Meeting of Bolton Parish Council

Monday 15th March 2021, 7.30pm, held remotely on Zoom

The meeting was held remotely following NALC recommendations on PC meetings during the Covid-19 pandemic. The Public were invited to attend by requesting a link to join.

Present: Peter Griffiths (PG) Chairman,
Councillors: Vice Chairman Roger bird (RB), Alan Green (AG), Laura Hall (LH), Anne Hogg (AH), Peter Smith (PS)

(PG and RB logged in late due to technical and other difficulties)

In attendance District Councillor Joan Raine (JR), Parish Clerk Shelagh Leyland (SL), and 6 members of the public.

The Chairman welcomed everyone and explained the etiquette of the remote meeting. He thanked AG for hosting and setting it up. The meeting was recorded for the purposes of minute taking, but will be deleted after 24 hours.

ITEM 1	WELCOME AND APOLOGIES FOR ABSENCE	
137/20/21	Apologies: Councillor Walter Head (reason given), County Councillor Neil Hughes	
	DECLARATIONS OF INTEREST	
138/20/21	LH, Item 4.8	
ITEM 2	TO ACCEPT AND AUTHORISE THE MINUTES OF THE REMOTE PARISH COUNCIL MEETING OF 18th January 2021	
139/20/21	Acceptance proposed by AG, seconded by LH RESOLVED that the minutes of the Parish Council Meeting on 18 th January 2021 be confirmed as a true record and signed by the Chairman	
ITEM 3	DISTRICT COUNCILLOR REPORTS	
140/20/21	JR: <u>Today 15th March</u> is EDC official launch of the MY Account – self-service portal, a land mark in modernising EDC and an important part of the one Eden project. <u>The Council meeting 25th Feb.</u> I voted against the council tax increase of £5-00 on a band D property but the increase was voted through. At the same meeting, Heart of Cumbria a standalone business developed to make the council viable, was brought back in house, a change in legislation since the company was formed now allows this. <u>Voreda House</u> Is on the executive agenda of the 15 th of March regarding refurbishment, also on the planning agenda on 18 th March. It is hoped that Voreda House will be a hub for the new Unitary Authority, other organisations interested in renting space are, DWP, Police authority, credit union, citizen advice and the county council. <u>Town Hall</u> Picked up from the press the Town Hall is to be repurposed as an Arts centre, a feasibility study is taking place from now until mid-April. 30K was set aside at council in February 2020 with another 750K in the 22-23 budget to market the Town Hall and bring up to the required standard. <u>Scrutiny</u> :. Suggestions to be put forward 21-22. 1. <u>Transfer of assets regarding progress.</u> Pc's have shown interest in taking on those assets but there are still outstanding issues. 2. <u>106 contributions from developers.</u> Is the money being spent on the designated projects, or is it still sitting in the councils account.	

	<p>3. <u>Penrith Town Hall</u>. Consultants being employed without the members informed, also the feasibility study for an Arts Venue taking place without members knowledge and having to obtain information from the press.</p> <p><u>Crown Inn Bolton</u>. Asset of community value, an email from the solicitor "Christina Ward" informs me that this will be on the Executive agenda on the 20th of April. <i>Email forwarded to Shelagh following the meeting.</i></p> <p><u>Reminder</u> Calc are having an information gathering meeting, regarding Unitary authority on Thursday March 18th from 7-9pm.</p> <p>RESOLVED to accept the report of JR</p> <p>LH thanked JR for her assistance sorting out the rubbish bag problem.</p>	
ITEM 4	COUNCILLOR REPORTS	
141/20/21	<p>4.1 Up-date on the Pump Track (SL)</p> <p>An information leaflet explaining what a pump track is and the proposed site was delivered by hand to every house in the parish. Feedback was generally positive, with only two dissenters.</p> <p>A grant application was submitted to EDC for the gazebo, fencing and hedging, but no decision has been made yet. An additional £1,600 has been donated by local businesses, and goods or equipment promised from others.</p> <p>The contract has been signed with Velosolutions. They have done a preliminary site visit to measure up and assess drainage issues.</p>	
142/20/21	<p>4.2 Update on the Hall Development Project</p> <p>Three companies are expected to tender for the car park. The legal issues concerning access have not yet been resolved.</p> <p>Field Day has been postponed due to uncertainty of Covid lockdown timetable.</p>	
143/20/21	<p>4.3 Improving engagement with the Community</p> <p>The limited feedback that LH received from the WhatsApp request confirmed that some members of the council are not well known in the community.</p> <p>RESOLVED that a handout will be distributed with the next parish newsletter with photos and short biographies of councillors, their responsibilities and contact details.</p>	SL
144/20/21	<p>4.4 Confirmation of councillors' preferred contact details.</p> <p>AG has assigned a dedicated PC email address to each councillor.</p> <p>RESOLVED to circulate update email addresses and preferred phone contact numbers and update web-site</p>	AG/ SL
145/20/21	<p>4.5 To confirm Councillors responsibilities</p> <p>RESOLVED to accept updated list of responsibilities, inform community & update web-site (see Appendix 1)</p>	SL/ AG
146/20/21	<p>4.6 Renewal of registration of the New Crown Inn as an Asset of Community Value</p> <p>The nomination form was submitted in January but has not yet been considered by EDC. The owner has indicated that he sees no reason to relist the Inn as an ACV.</p> <p>RESOLVED to confirm with the owner if he is actually opposed to the relisting, and discuss with EDC solicitor dealing with the nomination.</p>	SL
147/20/21	<p>4.7 Street lighting</p> <p>a) Replacement of sodium lights with LEDS</p> <p>Funding for the two heads (North End and Chapel St) has been agreed by ENW, but the matter is still going through the legal department.</p>	
148/20/21	<p>b) Far end of North End - whilst the majority of residents in the area do not want additional street lighting it was agreed that, given children are involved, some additional light for the new houses should be considered. PS pointed</p>	

149/20/21	<p>out that the PC has no statutory duty to provide lighting, but suggested that it might consider contributing towards a solution that does not distress other neighbours.</p> <p>RESOLVED to explore the cost of solar options prior to discussing with residents.</p> <p>c) Chapel Street</p> <p>The landlord of the end terrace (by the Chapel) would be happy for an electric light to be installed on the wall of her house, but only on the side wall. SL has sent photos of the area to a lighting company, and is waiting for their advice.</p>	SL
150/20/21	<p>4.8 Bolton Education Fund</p> <p>Balance of funds remaining: £1,625</p> <p>VAT reclaim expected: <u>£2,920.</u> £4,545</p> <p>AH is keen that older children should benefit from the Fund. However, this is not a cohesive group, and despite considering it for over a year, the PC has not been able to identify a fair or efficient mechanism for support.</p> <p>RESOLVED to</p> <ul style="list-style-type: none"> • await VAT reclaim in April before soliciting or accepting further applications • reconsider options for supporting older children 	All
ITEM 6	NEW BUSINESS	
151/20/21	<p>5.1 PC response to unitary government proposal</p> <p>RB pointed out that none of the options is in the best interests of Eden, and services are likely to suffer whichever is chosen. The least of all evils is C, a north/south divide proposed by EDC, i.e. unitary council consisting of Eden, Carlisle City and Allerdale. The PC essentially has no say.</p> <p>RESOLVED to respond accordingly.</p>	SL
152/20/21	<p>5.2 Renewal of insurance</p> <p>The three year agreement with Came & Co comes to an end on 31st May. We await their new quote and have also approached BHIB Council Insurance brokers for a quote.</p>	
153/20/21	<p>5.3 Development of the pinfold as a quiet seating area.</p> <p>RESOLVED to consider purchasing a recycled plastic bench, possibly with dedication plaques to deceased members of the community. Donations to be requested in the parish newsletter. The PC would consider a donation. Some planting could also be considered.</p>	
154/20/21	<p>5.4 Format of Annual Parish meeting and Annual PC meeting</p> <p>According to the current national COVID guidelines, the Hall will be open from 17th May, subject to 50% capacity & the rule of six.</p> <p>RESOLVED that if still allowed, the meeting will take place in the hall with appropriate Covid safety precautions.</p> <p>No guest speakers will be invited this year.</p> <p>AG to look into providing remote access to those who still want to shield</p> <p>SL to book Hall</p>	AG SL
155/20/21	<p>5.5 Possible activities for National NHS day</p> <p>It was agreed that in view of the uncertainty still surrounding lockdown, it is not worth spending time organising anything at this stage. The possibility was suggested of a joint Parish/Hall celebration of some kind later in the year if circumstance allow.</p>	
156/20/21	<p>5.6 Litter pick</p> <p>No scheduled litter pick will take place. Residents will be asked to pick litter as and when they can, pickers and bags available from PG.</p> <p>LH will check if the school intends to do this during Nature Week.</p>	

ITEM 6 156/20/21	PUBLIC FORUM Many complaints have been received about pot-holes throughout the village and surrounding roads. SL has reported all (with photos) to CCC, but the public are encouraged to report themselves as the more reports received, the more likely action is taken. Many of the pot-holes are recurring due to poor filling, and some areas (e.g. right side of Colby road) really need resurfacing. Pot-holes are also to be found on the pavement, notably near the old petrol pumps.	LH/ SL																														
157/2021	A resident has emailed about the noise from motor-bikes in the fields beyond North End last summer. This went on for several hours and sometimes as late as 9.30/10pm, disturbing sleeping children and those who get up early to go out to work. Other residents have also commented. SL to share email with councillors.		SL																													
ITEM 7	PLANNING MATTERS																															
158/20/21	New application: 21/0100 – Wayside, Bolton, Appleby - Conversion of stone barn into a granny annex, including existing lean-to barn and partial replacement with covered veranda. Re-submission of 20/0328 No objection																															
ITEM 8	TO RECEIVE ACCOUNTS AND APPROVE PAYMENTS																															
159/20/21	8.1 Balance as of 14th March 2020 <table><tr><td>Business Current Account 50276162</td><td>50.00</td></tr><tr><td>Business Savings Account 60834513</td><td>4,822.95</td></tr><tr><td>Community Account (project) 03750396</td><td>8567.00</td></tr><tr><td>Bolton in Bloom</td><td>£ 725.60</td></tr><tr><td>Bonfire/fireworks night</td><td>£2200.68</td></tr><tr><td>Pump Track</td><td>£2801.80</td></tr><tr><td>Bolton Educational Trust</td><td>£1625.09</td></tr><tr><td>Willow trust</td><td>£ 125.02</td></tr><tr><td>VE75 (CCC)</td><td>£ 267.25</td></tr><tr><td>Shared Heritage Lottery fund</td><td>£ 702.27</td></tr></table>	Business Current Account 50276162	50.00	Business Savings Account 60834513	4,822.95	Community Account (project) 03750396	8567.00	Bolton in Bloom	£ 725.60	Bonfire/fireworks night	£2200.68	Pump Track	£2801.80	Bolton Educational Trust	£1625.09	Willow trust	£ 125.02	VE75 (CCC)	£ 267.25	Shared Heritage Lottery fund	£ 702.27											
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160/20/21	8.2 To review expenditure against budget See Appendix 2																															
161/20/21	8.3 To Approve Expenditures Precept Account <table><tr><td>S Leyland</td><td>Salary Feb/March</td><td>414.40</td><td></td></tr><tr><td></td><td>Reimbursement printer cartridges</td><td>45.96</td><td></td></tr><tr><td></td><td>Reimbursement stationary</td><td>23.81</td><td></td></tr><tr><td></td><td>Reimbursement new printer</td><td>219.99</td><td>704.16</td></tr><tr><td>CALC</td><td>Training</td><td></td><td>40.00</td></tr><tr><td>HMRC</td><td>PAYE Q4</td><td></td><td>207.00</td></tr></table> Project Account <table><tr><td>CCC</td><td>Donation for interactive TV (Retrospective) (BEFT)</td><td>1658.91</td></tr><tr><td>S Leyland</td><td>Reimbursement wild flower plug plants (B in B)</td><td>119.00</td></tr></table>	S Leyland	Salary Feb/March	414.40			Reimbursement printer cartridges	45.96			Reimbursement stationary	23.81			Reimbursement new printer	219.99	704.16	CALC	Training		40.00	HMRC	PAYE Q4		207.00	CCC	Donation for interactive TV (Retrospective) (BEFT)	1658.91	S Leyland	Reimbursement wild flower plug plants (B in B)	119.00	
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ITEM 11 162/20/21	COUNCILLORS MATTERS PS suggested the PC thanks CCC Highways for finding the leaking water pipe on North End																															
ITEM 12	CONFIRM DATE OF NEXT MEETING																															
1320/21	RESOLVED that the Annual Parish meeting and Annual PC meeting take place as scheduled on 17 th May 2021, hopefully in the Hall with remote access available																															

Appendix 1: PARISH COUNCILLOR RESPONSIBILITIES 2021-2022

Area of interest	Tasks	Responsible
Financial management	oversight of council finances & precept development	Peter Smith
Street lights	monitoring and reporting of faults, liaison with EDC & CCC	
Planning	liaise with planning officers, attend relevant meetings, formulate responses to applications	Peter Smith & Peter Griffiths
Web-site management	Up-dating village web-site	Alan Green
Data protection	Ensure compliance	
Defibrillator	Weekly monitoring and reporting, reorder spares	
SID	Liaise with TS & Asby to arrange rota and transfer, deploy, keep batteries charged	
Management/maintenance of PC assets	annual inspection of street furniture (SID, defibrillator, benches, signs etc), costing of repairs/spares	??
CALC/EALC liaison	attend meetings, feedback to PC	Peter Griffiths/Shelagh Leyland
Management of council contracts	Draw up tenders docs, manage tender process & monitoring of PC contracts including grass cutting	Shelagh Leyland clerkboltonpc@gmail.com 017683 62327
Highways issues	monitoring of pot-holes, flooding, road markings, kerbs, closures etc	Laura Hall
Education	liaise with primary school & nursery, attend meetings, feedback to PC	
Hall Committee liaison	attend hall committee meetings & feedback to PC	Walter Head
Bolton in Bloom liaison	Attend B in B meetings and feedback to PC	Shelagh Leyland
Public bridleways and footpaths	annual inspection, monitoring of state of repair, liaison with landowners and CCC	Anne Hogg
Police	liaise with local police	
Liaison with landowners & farmers	“go-between” for issues of parish concern (farm traffic/dead trees/sheep worrying/ empty houses etc)	Roger Bird
Community projects	Network in parish, identify & develop projects	All councillors

Appendix 2: Expenditure against budget (up to and including 15th March)

Expenditure against budget 2020-21					
	Budget 20-21	+grants etc	predicted total	Balance	Proposed 2021/22
Clerk salary	3200.00		3107.80	92.20	3200.00
office Expense	250.00		172.07	77.93	250.00
Audit	0.00		0.00	0.00	0.00
CALC subs	145.00		151.07	-6.07	160.00
Insurance	500.00		488.48	11.52	735.00
Fellrunner	250.00		275.00	-25.00	275.00
Grass cutting	2500.00	660.00	3096.00	64.00	2500.00
Celebrations	150.00		150.00	0.00	150.00
training	200.00		70.00	130.00	100.00
meetings	160.00		33.00	127.00	160.00
Election	0.00		0.00	0.00	0.00
Maintenance	350.00		0.00	350.00	350.00
B in B	100.00		99.99	0.01	100.00
Contingency	500.00		219.99	280.01	500.00
Footway lights	350.00	605.00	715.20	239.80	500.00
	8655.00	1265.00	8578.60	1341.40	8980.00

* expected to be £200, propose pay from project budget, BEFT/Pump track

** We will be negotiating a new insurance contract, so this figure is an estimate, additional premium for pump track.

grant of £303 expected from EDC - the last one

Signed as correct

Peter Griffiths, Chairman

----Date