

Minutes of the Meeting of Bolton Parish Council

Monday 15th November 2021, 7.30pm in Bolton Memorial Hall

Present: Roger Bird (RB), Chairman

Councillors: Vice Chairman Peter Griffiths (PG), Walter Head (WH), Susan Simpson (SS), Peter Smith (PS)

In attendance County Councillor Neil Hughes (NH), District Councillor Joan Raine (JR), Parish Clerk Shelagh Leyland (SL), and 7 members of the public.

ITEM 1	WELCOME AND APOLOGIES FOR ABSENCE	
069/21/22	The Chairman welcomed everyone No apologies	
	DECLARATIONS OF INTEREST	
070/21/22	WH declared a non-pecuniary interest in Agenda item 5.1	
ITEM 2	TO ACCEPT AND AUTHORISE THE MINUTES OF THE PARISH COUNCIL MEETING on 20 September 2021	
071/21/22	RESOLVED that the minutes of the Parish Council Meeting on 20 th September be confirmed as a true record and signed by the Chairman	
ITEM 3	COUNTY AND DISTRICT COUNCILLOR REPORTS	
072/21/22	NH: <ul style="list-style-type: none"> Noted the successful completion by CCC Highways of the new ford at Kings Meaburn The most contentious issue concerning the dualling of the A66 (at Warcop) does not affect Bolton Local government reorganisation: the structural change order has been completed but is confidential until January 2022 It is likely that the “West” Council will have one councillor per ward (46), but the “East” Council will have 65 in either 28 or 33 wards (involving amalgamation of some wards) The judiciary review challenging the process of unitary council decision making is going ahead though there is little chance of success 	
073/21/22	JR: <ul style="list-style-type: none"> Mentioned the new EDC COP26 Community Fund to support projects that make a positive difference to biodiversity, energy and carbon reduction. SL has asked EDC for further information. No final decision has yet been made on devolution of EDC assets, the hopefully final scrutiny meeting on this topic is on 16th. EDC is preparing the third set of plans for the proposed HQ at Voreda House The planning department is seriously depleted by the resignation of yet another officer. 	
	RESOLVED to accept the report of NH and JR	
ITEM 4	COUNCILLOR REPORTS	
074/21/22	4.1 Up-date on the Pump Track (SL) Planning permission has finally been granted, including the drainage design (an extra £58). However, one more hoop to jump: despite the Flood Authority admitting that “there is opportunity for percolation within the runoff from the track.... and then again within the swale”, and that “the discharge to the culvert is restricted to very small volumes”, we need to apply for an Ordinary Watercourse Defence Consent, another £50 and up to 2 months	

	<p>turnaround. Construction was not started as planned in early November and cannot take place until the permit is granted. RESOLVED to follow up submission of permit application with the construction company</p> <p>The PC agreed to order the gazebo, as the price is increasing rapidly, there is currently an £800 discount, and the lead time is 12-14 weeks. The price of £10,869 includes construction, but not the concrete base. There is a total of £15,000 in the budget. RESOLVED to order and pay for the Gazebo.</p>	SL
075/21/22	<p>4.2 Update on the Hall Development Project (WH) EDC has still not issued planning permission for the revised plans submitted by the Hall Committee. Once permission has been received the Hall will seek estimates for the car park (revised surface).</p>	
076/21/22	<p>4.3 Update on street lights <u>Replacement of sodium heads, North End and Chapel St:</u> An agreement was finally sent from NWE but the grant was for the revised quote received in July, which is no longer valid. An updated quote has been requested but not yet received. <u>New light in vicinity of Methodist Chapel:</u> The Methodist Circuit does not want a new light fixing, as the future of the Chapel is uncertain. PS reported that it is due to be "closing" in January. SL has requested that they consider the replacement of the existing light with an LED with either a dawn-til-dusk sensor or timer (paid for by the PC) with a contribution to electricity.</p>	
077/21/22	<p>4.4 Feedback on bonfire/firework event Very successful night, three Hall Committee representatives involved, well attended with a good number of volunteers, went very smoothly without incident. Many thanks to all volunteers. The gate takings were higher than expected (£1276) and it has been suggested that this be shared with the BFA and a charity of the Council's choice. Donations to be in cash as the takings have not yet been banked. Final accounts in Appendix 1. RESOLVED to donate £250 to the Bolton Friends Association for the benefit of the primary school, and £250 to the Bolton Nursery charity.</p>	
078/21/22	<p>4.5 To note Council's response to the Unitary Council Plans Attached Appendix 2.</p>	
079/21/22	<p>4.6 Update on Pavement from Eden Grove to village This is in two parts. The first is a pavement on the Eden Grove side to just past the Old Vicarage driveway, at which point there will be a crossing to the other side of the road. This first bit is the developer's responsibility. The S106 contribution (already paid to CCC) goes towards the second part, the pavement on the other side of the road up to the village. the CCC Highways won't put that side in until the EG side is done for safety reasons, but CCC has offered to do all the work themselves if the developer gives it the money for his side. The main concern is that the developer will not contribute. A resident of Eden Grove commented that there is insufficient room for a pavement on the EG side of the road. However, this is not the PC's concern as Highways has to conform to the relevant building standards.</p>	
ITEM 5	NEW BUSINESS	
080/21/22	<p>5.1 To consider and authorise the application for BEFT grant The Primary School has submitted a formal application for the Trim trail equipment which will serve the infant school as well. Their preferred</p>	

	<p>contractor is ESP and the cost is £4438. The company want a deposit of £1,109.50, but have not yet sent the invoice.</p> <p>This will drain the BEFT moneys, and the Trust can then be formally dissolved as per regulations.</p> <p>RESOLVED to accept the application and authorise a deposit payment of £1,109.50 on receipt of the invoice.</p>	SL
081/21/22	<p>5.2 To discuss (and if possible approve) the proposed agreement between BPC and the Hall Trustees concerning lease of the pump track ground</p> <p>A draft agreement was drawn up based on the current agreement between the Hall Committee and EDC for lease of the playpark. The Hall Committee has considered this, had a solicitor review it, and is happy with a few minor revision/additions. It was agreed that the gazebo be included in the agreement.</p> <p>RESOLVED to amend the agreement as advised by the Hall, including the gazebo.</p> <p>Need to check about the seal</p>	SL
082/21/22	<p>5.3 To adopt updated policies: Retention of Documents, Standing Orders</p> <p>Some councillors have not had a chance to review them</p> <p>RESOLVED to defer adoption until all councillors have reviewed and commented</p>	
083/21/22	<p>5.4 To discuss PC support for the Platinum Jubilee celebrations on 4th June 22</p> <p>RESOLVED that Bolton is not a suitable location for a beacon as per the national plan.</p> <p>The Hall Committee does not want to bring the Field Day forward for a combined event, so any celebration on the first bank Holiday weekend would, be separate. Some support has been expressed for a Street Party in Silver Street.</p> <p>RESOLVED to encourage residents in the parish newsletter and by email/What app to arrange some form of local celebration of the Jubilee on or around the 4th. The Parish Council would be happy to support this with a financial contribution.</p>	SL
084/21/22	<p>5.5 To discuss Active Cumbria's advice on web-site and social media</p> <p>Following an on-line workshop arranged by Active Cumbria, we received a report on the strengths and weaknesses of the village web-site and Facebook page. There is ample opportunity to develop the Facebook page further.</p> <p>A volunteer is needed to take on the Facebook page. Active Cumbria have offered training. SS will consider it, though it was suggested that a non-councillor would be more appropriate as it is not a PC Facebook page. SL will also request a volunteer in the parish newsletter</p>	
085/21/22	<p>5.6 To agree on Fellrunner donation</p> <p>As last year was not a normal year, they have requested the same as the year before (i.e. £249.20). We gave them £275 last year & have budgeted for the same.</p> <p>RESOLVED to donate £275.00</p> <p>NH mentioned that CC has agreed to increase its concessionary fare reimbursement to three community bus companies, of which Fellrunner is one.</p>	
086/21/22	<p>5.7 Preliminary discussion on precept for 2022/23</p> <p>The payments to date against budget was reviewed to identify any changes for next F/Y.</p> <p>There is some uncertainty about the new unitary councils but it is unlikely that much will change in terms of devolved responsibilities until May 23.</p>	

	<p>The main anticipated change next year is that we will not have a grant for the footway lights, so that allocation will have to be increased. There might also be two additional lights to pay for, if we ever get the grant!</p> <p>A few other items might be increased, as per Appendix 3.</p> <p>The budget cannot be finalised until we are told the Council Tax Base in January, but this should rise significantly as a result of increased occupancy.</p> <p>It was clarified that the PC has responsibility for the Community Shelter (one of the notice boards is loose). WH will take a look</p>																							
ITEM 6 087/21/22	PUBLIC FORUM A resident asked about use of the pump track by non-residents. It was confirmed that use of the pump track is free (any charges would be administratively difficult), but that the plan is for a User Club to be established to fund-raise, maintain the site, and arrange training etc, so a subscription might be considered.																							
ITEM 7 088/21/22	PLANNING MATTERS <u>Decisions pending:</u> <ul style="list-style-type: none">21/0796 Removal of condition 8 and variation of condition s3 and 10, Eden Grove DevelopmentResubmission of hall extension & car park <u>Permissions granted</u> <ul style="list-style-type: none">21/0539, extension to front porch, Croft House21/0508 pump track21/0964 Discharge of drainage condition, pump track	SL																						
ITEM 8	TO RECEIVE ACCOUNTS AND APPROVE PAYMENTS																							
089/21/22	8.1 To accept bank reconciliation for Q2 (appendix 4) RESOLVED to accept and approve Bank reconciliation for Q2																							
090/21/22	8.2 To review and accept current bank account/expenditure balances (as of 4th November) <table><tr><td>Business Current Account 50276162</td><td>50.00</td></tr><tr><td>Business Savings Account 60834513</td><td>9,160.24</td></tr><tr><td>Community Account (project) 03750396</td><td>£26,348.10</td></tr></table> Project account breakdown PROJECT ACCOUNT BREAKDOWN (as of 4 November) <table><tr><td>Bolton in Bloom</td><td>765.44</td><td>VE day</td><td>267.25</td></tr><tr><td>Pump Track</td><td>2,942.80</td><td>Willows Trust (field)</td><td>125.00</td></tr><tr><td>Fireworks/bonfire night*</td><td>2,200.68</td><td>BEFT</td><td>4,344.36</td></tr><tr><td>SHLF</td><td>702.57</td><td>Gazebo</td><td>15,000.00</td></tr></table> * gate & bar proceeds not yet deposited	Business Current Account 50276162	50.00	Business Savings Account 60834513	9,160.24	Community Account (project) 03750396	£26,348.10	Bolton in Bloom	765.44	VE day	267.25	Pump Track	2,942.80	Willows Trust (field)	125.00	Fireworks/bonfire night*	2,200.68	BEFT	4,344.36	SHLF	702.57	Gazebo	15,000.00	
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091/21/22	8.3 To review expenditure against budget Running on budget see Appendix 5																							
092/21/22	8.4 Payments to be authorised: NB Epson ready print direct debit cancelled – not cost effective & this printer OK with compatible cartridges Precept account <table><tr><td>S Leyland salary Oct/Nov</td><td>414.40</td><td></td></tr><tr><td>reimbursement stamps</td><td>7.92</td><td></td></tr><tr><td>reimbursement paper</td><td>16.80</td><td>£ 438.92</td></tr></table>	S Leyland salary Oct/Nov	414.40		reimbursement stamps	7.92		reimbursement paper	16.80	£ 438.92														
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	Mark Hill, grass cutting £1,746.00 ** Epson ready print (DD) £ 14.59 Fellrunner donation ? £ 275.00 Bolton Memorial Hall hire £ 22.00 ** £260 for extra annual grass cut, £125 from remainder of Willows Trust grant for field maintenance, £145 from SHLF (Shared Heritage Lottery Fund) <u>Project Account</u> Pump track fund Geoenvironmental engineering soil percolation tests £ 600.00 S Leyland reimbursement planning application fee drainage £ 58.00 Gazebo fund Shed Store, Gazebo for field £10,869.00 Fireworks fund Pigneys Fireworks £ 1,000.00	
ITEM 10	COUNCILLORS MATTERS None	.
ITEM 11	CONFIRM DATE OF NEXT MEETING	
093/21/22	RESOLVED that the next PC meeting will be on Monday January 17 th January 2022	

Signed as correct

Roger Bird , Chairman

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Appendix 1: Bonfire Account

2021				
Expenditure			takings	
TEN	21.00		gate	1276.00
Drinks	241.57		bar	532.50
batteries	13.00			1808.50
Hall hire	33.00			
Fireworks	1000.00		Profit	499.93
	1308.57		Carry over from 2019	2200.68
			Plus surplus drinks sold	20.00
			In fund	2720.61
		less	Donation BFA	-250.00
		less	Donation Nursery	-250.00
		less	Thank you drinks for volunteers	-15.00
				2220.61

Expect VAT refund in 2022 on fireworks £166.67

Appendix 2

Bolton Parish Council responded to the statutory review. It was not in favour of any reorganisation at this point in time, considering the ongoing need to focus on the Covid pandemic, economic recovery and challenges to public services especially social care. It also means an end to having a local council that can respond to local needs: a unitary council is more remote and the council seats are too big, 14 or 15 parishes in some of the rural seats, by contrast the urban seats can be walked round in about 3 days.

However, as it now seems inevitable, the Council is of the strong opinion that one Unitary authority would be the preferred option: the structure is already in place, it will be cheaper and more unifying, capable of dealing with the very different needs of the urban and rural populations. The Council headquarters would need to be moved to a more central position.

Bolton Parish Council definitely does not support the formation of two unitary authorities on the proposed east/west split. It is totally illogical, having no basis whatsoever in the geographic, historical or demographic characteristics of the county. Barrow is an industrial area, while Eden is largely agricultural. The travelling time between Barrow and Alston is over two hours. The proposed split brings to mind the remote desk-based country map borders of the colonial days. One cannot help but conclude that there is a political motive at play.

This proposal has very little local support, will involve huge set-up time and expense, and increased running expenses. The upheaval will cause confusion and inefficiencies, and distract attention from the day to day decision making in the short-medium term future.

If two authorities are to be formed, it should be on the more logical basis of a north/south split"

Appendix 3

Initial changes to budget allocations

Budget 2021 - 22				Notes
		+grants etc		
Clerk salary	3200.00		3250.00	
office Expense	250.00		250.00	
Audit	0.00		0.00	
CALC subs	160.00		165	Check with CALC
Insurance	735.00		460.00	(fixed for 3 yrs)
Fellrunner	275.00		300.00	Anticipate increase due to fuel costs
Grass cutting	2500.00	400.00	2750.00	check with contractor
Celebrations	150.00		300.00	Platinum jubilee
training	100.00		100.00	
meetings	160.00		160.00	
Election	0.00			?? check
Maintenance	350.00		350.00	
B in B	100.00		100.00	
Contingency	500.00		500.00	
Footway lights	500.00		800.00	No grant, possibly 2 extra lights
	8980.00			

Appendix 4 Bank Reconciliation quarter 2 (Q2).

BOLTON PARISH COUNCIL		
Bank reconciliation 2021-22 Q2 Jul-Sept		
Prepared by Shelagh Leyland, Clerk and Responsible Financial Officer		
08/11/2021		
Balance as of 2 July 2021		
Business Current Account 50276162	40.01	
Business Savings Account 60834513	11525.89	
Community Account (project) 03750396	12447.10	
		24013.00
Unpresnted cheques	0.00	
Net Balance		24013.00
Balance as of 30th September 21		
Business Current Account 50276162	50.00	
Business Savings Account 60834513	8806.84	
Community Account (project) 03750396	27188.10	
		36044.94
Unpresented cheques		
Bolton Mem Hall 100520	22.00	
Courtfields 100522	20.00	
PKF Littlejohn 100113	240.00	
subtotal	282.00	
Net Balance 30th September		35762.94
Reconciliation of net balance with receipts and payments		
Opening balance	24013.00	
Add receipts	15000.36	
Less payments	3250.42	
		35762.94

Reconciled from 3 July – 30 Sept 2021

.....
Date.....

RECEIPTS Q2		
PRECEPT ACCOUNTs 50276162/60834513		
date	Source	Amount
05-Aug	CCC grant (gazebo) *	5,000.00
20-Aug	National Lottery (gazebo) *	10,000.00
	* to be transferred to project account	
06-Sep	Interest	0.36
	Subtotal	15,000.36
PROJECT ACCOUNT 03750396		
		0.00
	TOTAL RECEIPTS Q2	15,000.36

PAYMENTS Q2			
PRECEPT ACCOUNTs 60834513			Amount
19/07/2021	S Leyland	Salary june/July	414.40
	Memorial Hall	hall hire 19 uly	22.00
	Mark hill	Grass cutting	1434.00
	HMRC	PAYE Q1	155.40
22/07/2021	Epson	printer ink	9.99
17/08/2021	J Hastwell	reimbursement paint (reissue)	48.00
24/08/2021	Epson	printer ink	9.99
20/09/2021	S Leyland	Salary Aug/Sept 414.40	
		Reimbursement daffodil bulbs 36.85	450.25
	Bolton Mem Hall	hire Sept 20	22.00
	HMRC	PAYE Q 2	155.40
	Courtfields	repair strimmer	20.00
23/09/2021	Epson	printer ink	9.99
		subtotal	2751.42
PROJECT ACCOUNT 03750396			
19-Jul	S Leyland	reimbursement planning permission fee, pump track	259.00
20-Sep	PKF Littlejohn	Audit fee	240.00
		subtotal	499.00
		TOTAL PAYMENTS Q2	3250.42

Appendix 5

Expenditure against budget 2021 - 22				
		+grants etc	exp to date*	Balance
Clerk salary	3200.00		1968.40	1231.60
office Expense	250.00		178.67	71.33
Audit	0.00		0.00	0.00
CALC subs	160.00		156.21	3.79
Insurance	735.00		451.00	284.00
Fellrunner	275.00		275.00	0.00
Grass cutting	2500.00	400.00	3180.00	-280.00
Celebrations	150.00		0.00	150.00
training	100.00		20.00	80.00
meetings	160.00		88.00	72.00
Election	0.00		0.00	0.00
Maintenance	350.00		68.00	282.00
B in B	100.00		85.34	14.66
Contingency	500.00		0.00	500.00
Footway lights	500.00	303.00	0.00	803.00
	8980.00		6470.62	2509.38

* including payments of 15 November