

Minutes of the Meeting of Bolton Parish Council
Monday 17th July 2023, 7.30pm in Bolton Memorial Hall

Present: Roger Bird (RB), Chairman

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

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

ITEM 1	WELCOME AND APOLOGIES FOR ABSENCE	
021/23/24	The Chairman welcomed everyone Apologies: none	
	DECLARATIONS OF INTEREST	
	None	
ITEM 2	TO ACCEPT AND AUTHORISE THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING on 15th May 2023	
022/23/24	RESOLVED that the minutes of the Annual Parish Council Meeting on 15 th May 2023 be confirmed as a true record and signed by the Chairman.	
ITEM 3	UNITARY COUNCILLOR REPORT	
023/23/24	NMcC: There are 16 members of the Eden Locality Board in the new Westmorland and Furness Unitary Council (WFC), responsible for Highways matters and children and young people. The Board also hopes to support community transport initiatives (£250,000 has been allocated to Eden). The WFC is proposing a £10 bus pass for 5 – 20 year olds out of school hours, and hopes to set up a bursary scheme for school transport for 16 – 19 year olds. The WFC is also encouraging 20mph limit through villages: the PC would support such a move. NMcC to get further info. WFC has not yet decided what to do about recharging PCs for footway lights.	
ITEM 4	COUNCILLOR REPORTS	
024/23/24	4.1 Up-date on the Hall Extension/car park project The car park is complete. The committee has received a quote of £46,000 for laying the foundations and drainage for the extension and £19,000 to tarmac the access road to the neighbouring property. The legal agreement concerning the access road is progressing. A meeting with the National Lottery rep is planned to explore further grants. The Committee has been assured that the revised Right of Way should go through before 4 th September. The future of the recycling bins is yet to be decided.	
025/23/24	4.2 Report back from Field Day It was a successful event, raising almost £2000 towards the hall extension. Many thanks to all who contributed in any way. The Committee will research the dates better next year to avoid clashes with other popular community events in the area.	
026/23/24	4.3 Notice Board, Colby Road The notice board was purchased and John Hastwell kindly erected it. A condition of having a notice board at this location is that it should not be locked, it should be available to the public, so the two locks underneath are actually open (as long as they are sticking out). The cover needs to be pushed closed to ensure it is watertight. SL to put instructions on the board	SL
027/23/24	4.4 Update on Environment Grant The park bench was purchased for the field; there is £180 remaining RESOLVED to purchase plants probably for the car park in late summer/early autumn	

028/23/24	<p>4.5 Historic Rights of Way Update</p> <p>The WFC Countryside Access team has responded that there is a very long backlog of these to work through and at current staffing levels they are only achieving 1 or 2 a year. It is a protracted, complicated process, I'm awaiting information on costs that might be incurred (since found out no cost)</p> <p>RESOLVED to circulate the link to the map of the historic paths round Bolton to councillors.</p> <p>The Team confirmed that the bridge over the ford is on their list, but the estimated cost exceeds their annual budget.</p> <p>RESOLVED to seek grant funding for a bridge – though unlikely to be any!</p>	SL SL
029/22/24	<p>4.6 Field drainage</p> <p>As agreed at the last meeting (012/23/24), the PC commissioned an independent drainage surveyor to conduct a site visit to assess the drainage/flooding along the hedge between northeastern border of the recreation field and the neighbour's garden (at a cost to the PC of £390). The area lies in a medium – high risk area on the OS surface water flood map.</p> <p>SL, WH and the neighbours were present at the site visit, which was conducted when the ditch was dry. No drains/manholes were examined. The conclusion was, that given the decades-long complicated history of drainage issues and the natural lie of the land, there would be little point in commissioning further exploratory work and the focus should be on a solution. The impact of climate change and the heavy rainfall leading to the flooding were noted.</p> <p>Two solutions were suggested by the surveyor:</p> <ul style="list-style-type: none"> • the neighbours raise the level of their land by allowing contractors to dump excess topsoil (for a fee), or • the 102 mm carrier pipe in the next door field be replaced with a 225cm pipe to drain excess water off into a soakaway (there is no soakaway at the end of the existing pipe) <p>RB (a chartered surveyor and land management specialist) walked over the site with SL</p> <p>RB drew attention to the report's conclusion that no blame for the flooding can be apportioned to any one action/project. That it seemed worse after the pump track construction does not indicate causation: other projects (notably the removal of natural drainage from the Eden Grove site by felling of trees and construction of 10 houses) would also impact on surface water drainage.</p> <p>RESOLVED that, without prejudice, the PC has no liability for any flooding in the neighbouring property and does not propose any further action.</p>	
ITEM 5	NEW BUSINESS	
030/23/24	<p>5.1 Big Bike Revival grant – suggested project</p> <p>Cycling UK is offering grants of up to £2000 to community groups to encourage cycling. A resident suggested that the PC apply for a grant to run a fix-it/maintenance workshop, but in following up this lead, it was discovered that Helm Winds Cycles in Appleby are already in receipt of a Cycling UK grant to run such workshops. They have agreed to run one in Bolton, so there is no need for the PC to apply for funding. Participants to be invited from Bolton and surrounding villages.</p> <p>RESOLVED to liaise with Helm Winds Cycles to organise a workshop in Bolton</p>	SL
031/23/24	<p>Helmet Wearing on the Pump Track</p> <p>Some track users have not been wearing helmets, and sadly there are reports of parents supporting them. The school has reminded pupils and parents of the risks. Someone has recently removed the “no” sticker from the sign saying “no helmet no ride”, it now reads “no helmet ride”. The Hall</p>	

	Committee and the Parish Council remind track users that they do so at their own risk. RESOLVED replace the missing “no” sticker with permanent paint	SL																		
032/23/24	5.3 Future of the Parish Newsletter The Church magazine has gone on-line, there are no hard copies to distribute. We used this channel for distributing the parish newsletter. Some of the volunteers are not willing to continue. RESOLVED to continue with a hard copy of the Parish newsletter delivered door to door, three councillors offered to help.	SL																		
ITEM 6	PUBLIC FORUM No issues were raised																			
ITEM 7	PLANNING MATTERS																			
033/23/24	<u>Approved</u> 23/0150 Eden grove: replacement of rear velux windows with flat roof dormers 23/0244 Extension and alterations, New Bewley Barn 22/0471 Revised design Plot 7 Stephenson's Croft <u>Pending decision</u> 22/0199 & 22/0200. Cross Rigg Hall, hotel & spa etc 22/0484 Broad Oaks extension 22-0941 Bolton Memorial Hall, variation of conditions <u>New applications</u> 23/0359, Single storey rear extension, Gargate House (PC no objection) 23/0405 Double garage Wayside – PC responded that the elevation nearest the road should be stone faced.																			
ITEM 8	TO RECEIVE ACCOUNTS AND APPROVE PAYMENTS																			
034/22/23	8.1 To review and accept current bank account/expenditure balances Bank account balances as of end June 2023 Current Account no: 50276162 £ 50.00 Savings account no: 60834513 £ 15,152.70 Project Account no 03750396 £ 4,099.89 Since then the following has been transferred from the Savings account to the project account: VAT reclaim £1628.69 (out of total £2257.12) £30 overspend on the CCC grant for the notice board £228 overspend on the grant for the LED lanterns £494 grant from CCC for the notice board Current balance Current Account no: 50276162 £ 50.00 Savings account no: 60834513 £ 12,772.01 Project Account no 03750396 £ 6,480.58 Breakdown of project account (including VAT reclaim) <table border="1"> <tr> <td>Bolton in Bloom</td> <td>736.54</td> <td>Bonfire</td> <td>2463.60</td> <td>Pump Track</td> <td>2039.40</td> </tr> <tr> <td>SHLF</td> <td>419.58</td> <td>BEFT</td> <td>612.00</td> <td>VE75</td> <td>70.02</td> </tr> <tr> <td>ENWL (lights)</td> <td>0</td> <td>Environment</td> <td>181.55</td> <td>Notice board</td> <td>0</td> </tr> </table> In March 23 it was agreed that the VAT refund in the BEFT be given as grants to Bolton Primary school and Bolton Nursery (minute 103/22/23). RESOLVED to accept the accounts	Bolton in Bloom	736.54	Bonfire	2463.60	Pump Track	2039.40	SHLF	419.58	BEFT	612.00	VE75	70.02	ENWL (lights)	0	Environment	181.55	Notice board	0	
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035/22/23	8.2 To review and accept Bank reconciliation for Q1. See appendix 1.																			

	RESOLVED to accept the bank reconciliation	
036/22/23	8.3 Payments to be authorised: <u>Precept Account 50276162</u> Direct debit to ICO 30.00 S Leyland: Salary June July 467.06 Reimbursement: demarcation tape (B in B) 9.99 Postage stamps 6.00 Domain hosting web-site 33.46 paper 28.09 544.60 Memorial Hall hire 25.00 HMRC PAYE Q1 174.80 Mark Hill grass cutting, field 600.00 village 1080.00 1680.00 Border Water technologies site visit 390.00 S. Ingham Reimburse plants for planters on green 21.00 <u>Project account 03750396</u> Bolton Nursery Grant from Education fund 306.00 Bolton Primary School Grant from education fund 306.00	
ITEM 9	COUNCILLORS MATTERS None	.
ITEM 10	CONFIRM DATE OF NEXT MEETING	
	RESOLVED that the next Parish Council meeting will be held at 7.30pm on Monday 18 th September	

Signed as correct

Roger Bird , Chairman

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Appendix 1

BOLTON PARISH COUNCIL

Bank reconciliation Q1 2023-24		
Prepared by Shelagh Leyland, Clerk and Responsible Financial Officer		
Balance as of 31 March 2023		
Business Current Account 50276162	50.00	
Business Savings Account 60834513	5422.66	
Community Account (project) 03750396	6174.82	
		11647.48
Unpresented cheques Glasdons 100147	758.12	
Velosolutions 100148	1274.64	
		9614.72
Balance as of 30 June 2023		
Business Current Account 50276162	50.00	
Business Savings Account 60834513	15152.70	
Community Account (project) 03750396	4099.89	
unpresented cheques	0.00	
Net Balance		19302.59
Reconciliation of net balance with receipts and payments		
Opening balance	9614.72	
Add receipts	11043.44	
Less payments	1355.57	
		19302.59

Reconciled from 1 April -30 june 2023

..... Date.....

RECEIPTS Q1			
PRECEPT ACCOUNT 50276162			
28-Apr	Precept		8767.00
06-Jun	HMRC VAT		2257.12
BUSINESS ACCOUNT 608834513			
06-Jun	interest		19.32
PROJECT ACCOUNT 03750396			
			0.00
	total Q1		11043.44

PAYMENTS Q1				
PRECEPT ACCOUNT 50276162				
Date	To Whom	For What		Expenditure
15-May	S. Leyland	Salary	467.06	
		Reimburse ink	57.05	524.11
	Bolton Mem	Hall hire		25.00
	BHIB	Insurance		541.51
	CALC	Subscription		187.78
23-May	ICO	data protection fee		35.00
				1313.40
PROJECT ACCOUNT 03750396				
15-May	S. Leyland	Tree supports		24.00
	j. Hastwell	fixings notice board		18.17
				42.17
		TOTAL PAYMENTS		1355.57