

Minutes of the Meeting of Bolton Parish Council
Monday 24th March 2025, 7.30pm in Bolton Memorial Hall

Present: Roger Bird (RB), Chairman

Councillors: Martin Fagan (MF), Bill Ingham (BI), Susan Simpson (SS). Peter Smith (PS)

Apologies: Walter Head

In attendance Westmorland and Furness Unitary Councillor Neil McCall (NM), Parish Clerk Shelagh Leyland (SL), and 7 members of the public

The meeting was preceded by a presentation and Q&A session by Peter Thornton, Cabinet Member for Highways and IT, Westmorland and Furness Council

ITEM 1	WELCOME AND APOLOGIES FOR ABSENCE	
129/24/25	The Chairman welcomed everyone and thanked them for attending WH sent apologies with reason.	
	DECLARATIONS OF INTEREST	
	None	
ITEM 2	TO ACCEPT AND AUTHORISE THE MINUTES OF THE PARISH COUNCIL MEETING 20th January 2025	
130/24/25	RESOLVED that the minutes of the Parish Council Meeting on 20 th January 2025 be confirmed as a true record and signed by the Chairman.	
ITEM 3	UNITARY COUNCILLOR'S REPORT	
131/24/25	NM was requested to find out more information about the WFC's new Emergency Housing Policy	
ITEM 4	COUNCILLOR REPORTS	
132/24/25	4.1 Up-date on the Hall Extension project PS and SL attended the Hall Trustees' AGM. The Chairman is very hopeful of a large grant from the Lottery Heritage that will cover almost all the cost. At the moment no other grants are being pursued.	
133/24/25	4.2 Willows Trust Update Unfortunately, the representative was again unable to attend. RESOLVED RB to chase up	RB
134/24/25	4.3 Update defibrillator North End (MF) The site has been confirmed with relevant neighbours. The plinth has not yet been installed.	
135/24/25	4.4 Weedkilling round the pump track The weedkiller has been purchased, the Rotary member who has offered to spray has been contacted to set a date.	SL/ BI
136/24/25	4.5 Replacement of newspaper box at the old pumps A heavy duty waterproof plastic box has been purchased and installed. It was reported that it might be too low for small people. RESOLVED to consider putting a plinth in.	SL
137/24/25	4.6 Lighting outside nursery Six solar lights were purchased and given to the nursery to mount on the fence.	
138/24/25	4.7 New Councillor Training BI has completed the two modules for new councillors..	
139/24/25	4.8 Update on Place Action Group PS reported that the main activity for the local group is the "Good Neighbour Scheme" being trialled in Morland.	
ITEM 5	NEW BUSINESS	
140/24/25	5.1 Ownership of footway lights	

	WFC has offered Parish Councils the option of maintaining their own lights, or transferring ownership back to WFC. RESOLVED unanimously to transfer ownership back to WFC.	SL																																				
141/24/25	5.2 Flooding in the Recreation Field The far area of the field (behind the pump track) has been flooded for several months despite moderate rainfall. There is obviously either a blockage near the boundary with the adjoining land, or a leak. The neighbour intends to fill in the ditch next the hedge but this will not solve the wider problem A map of known drains needs to be drawn up and the drains examined. RESOLVED to draw up map of known drains, and, in the first instance, ask if any resident would be in a position to check them	SL																																				
142/24/25	5.3 Litter pick BI has offered to take over coordination of this activity. A tentative date pf Sunday 6 th April was set, but BI will contact the school to see if they want to take part on a school day. RESOLVED to organise a litter pick	BI																																				
143/24/25	5.4 PC representation on the Neighbourhood Policing Team RESOLVED the two parish representatives are WH and SL																																					
144/24/25	5.5 Adoption of Sexual Harassment Policy RESOLVED to adopt the Bolton Parish Council Sexual Harassment Policy policy based on the NALC template	SL																																				
145/24/25	5.6 PC response to the Cumbria devolution plan consultation RESOLVED to respond positively	SL																																				
146/24/25	5.7 Plans for Annual Parish Meeting RESOLVED to hold it on the 19 th May, before the Annual Parish Council meeting. Topic “the Willows Trust”	RB																																				
ITEM 6	PUBLIC FORUM : No issues																																					
ITEM 7	PLANNING MATTERS																																					
147/24/25	Pending decision: 2024/1612/FPA: Broad Oaks, Bolton: Retrospective erection of two wood drying kilns and the formation of an access track.																																					
ITEM 8	TO RECEIVE ACCOUNTS AND APPROVE PAYMENTS																																					
148/24/25	8.1 To review and accept current bank account balances <table border="1"><tr><td colspan="4">Bank balance end February 2025</td></tr><tr><td colspan="2">Business Current Account</td><td colspan="2">50.00</td></tr><tr><td colspan="2">Business Savings Account 60834513</td><td colspan="2">6,767.84</td></tr><tr><td colspan="2">Community Account (project) 03750396</td><td colspan="2">6,118.25</td></tr><tr><td colspan="4">Breakdown of project account</td></tr><tr><td>Bolton in Bloom</td><td>507.20</td><td>Bonfire</td><td>3384.74</td></tr><tr><td></td><td></td><td>Pump Track</td><td>1676.46</td></tr><tr><td>SHLF</td><td>419.58</td><td>Environment</td><td>60.25</td></tr><tr><td></td><td></td><td>VE75</td><td>70.02</td></tr></table> RESOLVED to accept current bank account balances	Bank balance end February 2025				Business Current Account		50.00		Business Savings Account 60834513		6,767.84		Community Account (project) 03750396		6,118.25		Breakdown of project account				Bolton in Bloom	507.20	Bonfire	3384.74			Pump Track	1676.46	SHLF	419.58	Environment	60.25			VE75	70.02	
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149/24/25	8.2 To approve payments.			
	S. Leyland	<i>Salary Feb March</i>	544.00	
		<i>Reimbursements: solar lights</i>	37.47	
		<i>Box for newspapers</i>	124.98	
		<i>Plants for village/field day</i>	53.97	
		<i>printer ink</i>	30.47	790.89
	Bolton Memorial Hall	<i>hire 24 March</i>		25.00
	HMRC	<i>PAYE Q4</i>		204.00
	Richard Hudson	<i>repair notice board</i>	46.00	
		<i>installation of newspaper box</i>	45.00	91.00
	CALC	<i>councillor training</i>		60.00
	Project Account			
	S Leyland	Reimbursement weedkiller for pump track		72.77
	RESOLVED to approve payments			
150/24/25	8.3 To Review Expenditure Against Budget and predicted reserves as at end of year			
	See appendix 1			
Item 9	COUNCILLORS MATTERS			
	None.			
ITEM 10	CONFIRM DATE OF NEXT MEETING			
151/24/25	RESOLVED that the Annual Parish Meeting and the Annual Parish Council meeting will be held at 7.00 pm on Monday 19 th May 2025			

Signed as correct

Roger Bird , Chairman

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Appendix 1: Exp vs budget 24/25 (includes payments on 24th March)

	Budget 24/25	Total exp 24/25	Balance	budget 2025/26
Clerk salary	4135.00	4124.80	10.20	4260.00
office Expense	250.00	279.95	-29.95	250.00
Audit	0.00	0.00	0.00	0.00
CALC subs	200.00	207.77	-7.77	240.00
Insurance	560.00	642.93	-82.93	680.00
Fellrunner	475.00	460.00	15.00	480.00
Grass cutting	3600.00	3684.00	-84.00	3400.00
Celebrations	200.00	0.00	200.00	200.00
training	100.00	60.00	40.00	60.00
meetings	150.00	175.00	-25.00	150.00
Election	200.00	0.00	200.00	0.00
Maintenance	200.00	91.00	109.00	300.00
B in B	100.00	67.47	32.53	100.00
Footway lights	0.00	0.00	0.00	
Contingency**	500.00	762.44	-262.44	500.00
	10670.00	10555.36	114.64	10620.00

Contingency**	Laptop	599.99
	Solar lights	37.47
	Newspaper box	124.98
		762.44

Carry forward from 2023-24	5318.57
income 2024/25	
Precept	9517.00
VAT reclaim	701.77
interest	120.00
Donation from hall	400.00
TOTAL FUNDS 24/25	16057.34
Expected total expenditure 24/25	10555.36
Probable surplus/reserves end March 25	5501.98
PRECEPT CALCULATION 2025/26	
Predicted carry over from 24/25	5501.98
VAT reclaim expected	647.81
Donation grass cutting	400.00
	6549.79
Predicted spend	10620.00
+reserves	4000.00
Total requirement	14620.00
Shortfall	8070.21

Precept request	8500
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