

Minutes of the Meeting of Bolton Parish Council

Monday 20th January 2020, 7.30pm in Bolton Memorial Hall

Present: Peter Griffiths (PG) Chairman, Roger Bird (RB) Vice Chairman
Councillors: Alan Green(AG), Laura Hall (LH), Peter Smith (PS), Sheila Summerscales (SS),

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

The Chairman welcomed everyone.

ITEM 1	APOLOGIES FOR ABSENCE	
094/19/20	Martyn Worrall, reason given	
	DECLARATIONS OF INTEREST	
	None	
ITEM 2	TO ACCEPT AND AUTHORISE THE MINUTES OF THE PARISH COUNCIL MEETING OF 25th November 2019	
095/19/20	RESOLVED that the minutes of the Parish Council Meeting on 25 th November be confirmed as a true record and signed by the Chairman	
ITEM 3	COUNTY and DISTRICT COUNCILLOR REPORTS	
096/19/20	COUNTY COUNCILLOR'S REPORT: NH: CCC Highways is aware of the surface flooding on the Colby road (Bewley Castle turn off) and will deal with in due course. The flooding on the Kings Meaburn/Morland road will be dealt with week beginning 27 th January, so the road will be closed for up to 2 weeks. The Kings Meaburn ford will remain closed to regular traffic (except farm vehicles) as the volume of traffic does not justify the cost of bringing it up to standard. At NH's request, the police monitored the speed of vehicles passing though Bolton, and concluded that there was no case for intervention. The SID records concur.	
097/19/20	DISTRICT COUNCILLOR'S REPORT: JR: From May 2020, EDC's three scrutiny committees will be combined into one. The current focus is refuse and recycling as the present contract expires in 2022. A complex option appraisal for various collection schemes is being assessed, including the option of bringing the collection back in house. A food waste collection scheme is also planned EDC also intends to review the role of councillors on outside bodies. JR will encourage Asby to nominate someone to be responsible for the SID in their parish. RESOLVED to accept the reports of NH and JR	
ITEM 4	PARISH COUNCIL REPORTS	
098/19/20	4.1 Feedback from Hall Committee (SS) Representatives of the PC and the Playpark group (the Bolton Bunch) were invited to the last Hall Committee meeting to discuss options for use of the remaining playpark funds (£17,690). The original proposal of a pump track in the Memorial Field for older children was discussed. PG & SL agreed to investigate maintenance and insurance implications (maintenance minimal, insurance via the PC an additional £235.81 per year, also covers zip wires). Alternatives for the use of funds were proposed & discussed. The PC is supporting an open meeting in the Memorial Hall on 25 th January to celebrate Village Hall Week. Comments will be invited on initial plans for the extension of the hall, and options for use of playpark funds. RESOLVED to accept the report of SS	

099/19/20	<p>4.2 Update on Hall Development Project Initial ideas for the extension of the hall & new car park have been drawn up, and will be displayed in the Hall for community feedback on 25th January (see above). It is likely that the cost will be in the region of £500,000. This cannot be covered by grants alone: a combination of grants, local fundraising, and almost certainly a government Public Works Loan to the PC will be required. The latter would add to the council tax paid by residents (amount unknown at present) and require further community consultation.</p> <p>RESOLVED to explore ways that the PC can support the financing of Memorial Hall improvement developments</p>	SL/ PG
100/19/20	<p>4.3 Stone bench project (SL) The end of project report has been submitted. The Lottery fund has requested the return of the unspent £350. The project has been randomly selected for audit: all required paperwork submitted.</p> <p>RESOLVED to return the unspent funds to the National Lottery</p>	SL
101/19/20	<p>4.4 Parish VE75 Day celebrations (LH) Current budget £900 (including proposed PC contribution of £100). LH presented an income /expenditure plan & a check list of "things to do". A wooden dancing floor has been booked (cost £109), and the cost of refreshments/food estimated.</p> <p>RESOLVED that an open meeting be called to firm up organisational arrangements.</p>	LH/ SL
ITEM 5 102/19/20	<p>PUBLIC FORUM A resident requested that the agenda & minutes of PC meetings be circulated to residents via the council's email group. Although they are already accessible on the parish website, it was agreed that an email would be circulated with links to the agenda and meetings.</p>	SL
ITEM 6	NEW BUSINESS	
103/19/20	<p>6.1 Transparency workshop RESOLVED that LH will attend to represent Bolton PC</p>	LH
104/19/20	<p>6.2 Updated Financial Regulations The model regulations provided by NALC were reviewed and modifications appropriate to Bolton PC were agreed.</p> <p>RESOLVED to accept and authorise Bolton Financial Regulations 2020 and post on web-site</p>	SL AG
105/19/20	<p>6.3 To consider grant applications for the Bolton Educational Foundation Trust Bolton Primary School has submitted two projects to be financed from the past income stream. The "Mile a Day" running track (cost £3,645.50) and the Early Years project (£ 3,036.20) were both approved. Both projects use CC preferred suppliers.</p> <p>RESOLVED to approve the above grants to Bolton Primary School on receipt of invoices</p> <p>SL has contacted the Charity Commission to find out if the PC needs their permission to alter the Scheme, use the endowment capital and eventually close the Trust.</p>	SL
106/19/20	<p>6.4 Grass cutting contract The current contract expires end of March. Options are to extend the current contract or tender anew. The current contractor has submitted quotes for the next three years, with a very minor increase each year.</p> <p>RESOLVED to extend the contract of the contractor as the work is of a good standard.</p>	SL

107/19/20	6.5 Repair of the Pinfold dry stone wall A section of the wall behind the information sign has collapsed. A resident informed the PC that her husband, who had built the wall, has offered to repair it. RESOLVED to accept the offer with thanks	
108/19/20	6.6 Dates for litter pick RESOLVED that the PC will liaise with the Bolton in Bloom Committee, but the weekend of 5 th April was suggested.	PG
ITEM 7	PLANNING MATTERS	
109/19/20	Approved applications: 19/0803: Agricultural building on land south east of Mansgrove Farm (off Watery Loggin) 19/0811: Agricultural livestock building Laitha Farm New Applications: 19/0848 – 9 Stephensons Croft. Bolton. Appleby – Rear extension –PC supported 19/0869, Retention of external toilet facility, Methodist Chapel: PC objected, reason: unwanted by neighbours, supposed to be a temporary facility	
ITEM 8	TO RECEIVE ACCOUNTS AND APPROVE PAYMENTS	
110/19/20	8.1 To review and accept current bank account balances Balance as of 31st December 2019 Business current account: £ 50.00 Business saving account: £ 7,455.76 Community (project) account: £ 30,425.17	
111/19/20	8.2 To review expenditure against budget 2019/20 Within budget - see table	
112/19/20	8.3 To approve pay scale increase for clerk RESOLVED to accept increase to next payscale for clerk, i.e. increase in annual salary from £2,906.75 per year to £3025 (no change in hours: 275)	
113/19/20	8.4 To agree on and approve precept request Calculations attached RESOLVED to increase the precept by £250 to £7000.	SL
114/19/20	To Approve Expenditures <u>Precept Account</u> Mark Hill, grass cutting , new cheque - first one rejected incorrectly completed: £1331.10 S Leyland, salary 400.00 Reimbursement paper, envelopes & stamps 18.79 Reimbursement of thankyou present for internal auditor 22.00 Reimbursement lithium battery for solar Xmas lights 7.82 Reimbursement new control tube for solar lights 18.48 Reimbursement Xmas lights for hall 147.98 Reimbursement Masterplug weather box 23.00 Reimbursement antiviral software 35.99 Reimbursement stationary 46.07 £ 720.13 Bolton Memorial Hall hire £ 22.00 EDC, footway lights £ 798.12 <u>Project Account</u> National lottery: reimbursement of unspent funds £ 350.00	

ITEM 9 115/19/20	COUNCILLORS MATTERS PG suggested that Bolton PC consider participating in the Local Council Award Scheme. Details have been circulated to councillors. This will be on the agenda for March. AG confirmed that he is happy to continue being responsible for the SID, but would value an additional person to stand in when necessary. SL to request via parish newsletter	
ITEM 10 /19/20	CONFIRM DATE OF NEXT MEETING RESOLVED that the next Parish Council meeting will be on Monday 16 th March 2020.	SL

Signed as correct

Peter Griffiths, Chairman

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Expenditure against budget 2019/20						
	Budget	+ grants, donations	Spend to date incl 20th Jan	predicted additional	predicted total	Predicted Balance
Clerk salary	3000.00		2450.00	550.00	3000.00	0.00
office Expense	250.00		257.44	45.00	302.44	-52.44
Audit	200.00		360.00	0.00	360.00	-160.00
CALC subs	140.00		144.67	0.00	144.67	-4.67
Insurance	460.00		475.71	0.00	475.71	-15.71
Fellrunner	200.00		250.00	0.00	250.00	-50.00
Grass cutting	2300.00	400.00	2662.20	0.00	2662.20	37.80
Celebrations	100.00	142.49	147.89	70.00	217.89	24.60
training	200.00		45.00	0.00	45.00	155.00
meetings	160.00		110.00	22.00	132.00	28.00
Election	120.00		105.00	0.00	105.00	15.00
Maintenance	300.00		339.63	0.00	339.63	-39.63
B in B	100.00		109.53	0.00	109.53	-9.53
Contingency			0.00		0.00	0.00
Footway lights	200.00	908.00	798.12	0.00	798.12	309.88
	7730.00	1450.49	8255.19		8942.19	238.30

Summary 2019-20

INCOME 2019/20	
carried forward from 18/19	3495.93
income 19/20	
Precept	6750.00
CTRS	23.00
footlight grant	908.00
donations (grass cutting, Xmas lights)	542.49
Interest	13.43
VAT reclaim	1904.08
TOTAL AVAILABLE FUNDS	13636.93
EXPENDITURE	
predicted final expenditure 19/20	8896.12
Transfer to project acc (VAT reclaim)	1047.28
total outgoings	9943.40
predicted surplus end 2019/20	3693.53

Proposed budget 2020/21	
Clerk salary	3200.00
office Expense	250.00
Audit	0.00
CALC subs	145.00
Insurance	500.00
Fellrunner	250.00
Grass cutting	2500.00
Celebrations	150.00
training	200.00
meetings	160.00
Election	0.00
Maintenance	350.00
B in B	100.00
Contingency	500.00
Footway lights	350.00
	8655.00

PRECEPT CALCULATION 2020-21

Predicted carry over to 20/21	3693.53
Vat reclaim approx	694.00
Footway light grant	605.00
donation grass cutting	400.00
	5392.53
Predicted spend (see next page)	8655.00
+ reserves (suggest £4,000)	4000.00
Total requirement	12655.00
Shortfall	7262.47

	2018-19	2019-20	2020-2021	
Precept	6500.00	6750.00	7000.00	7250.00
Council Tax base	198.49	202.29	206.49	206.49
Band D property in Bolton	32.75	33.37	34.60	35.11