

**MINUTES OF THE ORDINARY MEETING OF BOLTON-LE-SANDS PARISH COUNCIL  
HELD IN THE OLD FREE GRAMMAR SCHOOL  
On MONDAY 4<sup>th</sup> SEPTEMBER 2017 at 7.00pm**

**Present:** Chairman: Councillor K Budden  
Parish Councillors: M. Archer, B. Bond, L Leak, S. Lomax, F. Ryan  
City Councillors: M. Thomas

**Apologies:** T Bell (holiday), M. Craddock (business) A. Kay (business). City Cllr Rogerson and County Councillor Jones.

**OPEN FORUM**

**PACT (Police and Communities Together)**

Crime figures for May and June 2017 were tabled;

**May** - 5 anti-social behaviour calls (8 x 2016) and 5 crimes recorded (4 x 2016). Violence / Sexual Offences x 4 (Eden Grove – under investigation, Brookfield Close – investigation complete, no suspect identified, Monkswell Drive & The Shore - unable to prosecute suspect); Burglary (Recreation Area – under investigation).

**June** - 6 anti-social behaviour calls (4 x 2016) and 3 crimes recorded (7 x 2016). Violence / Sexual Offences x 2 (Brookfield Close – under investigation, The Green - unable to prosecute suspect); Burglary (The Green – under investigation).

**Matters raised by City Council** – Cllr Thomas reported on the following:

*Library* – Cllr Jones will try to get an update on the latest position and contact Cllr Budden in due course. Cllr Budden advised he will not be around between the 13<sup>th</sup> and 27<sup>th</sup> September. The clerk to advise accordingly.

*Virgin Media* – Numerous complaints have been received regarding the disruption and standard of work to which Cllr Leak agreed.

Matters raised for Cllr Thomas's attention

*Community Pay Back* – Despite assurances that the Community Pay Back Team will carry out clearance works in the village unfortunately this has not been carried out. The clerk will e-mail Cllr Thomas details.

**Environmental Matters:**

Cllr Budden reported that the next Beach Clean will take place on Saturday 9<sup>th</sup> September at Hest Bank

The sun-bleached sign at St. Nicholas has not been replaced

A complaint regarding the overhanging hedge on The Shore had been received. The clerk will contact the householder direct.

Cllr Ryan suggested a litter bin be placed at the entrance to school by the tennis courts which might assist with the litter problem and Cllr Budden will look to see if one is available.

The WI have an on-going agreement to support the De-fibrillator in the village Spar shop and Cllr Craddock will fit the replacement parts. The clerk was authorised to purchase the replacement pads and battery stick on behalf of the WI who will reimburse the council accordingly.

**Matters raised by Members of the Public** – None.

**To consider Lengthsman's Report for July and August** –

- The old bowling pavilion was removed and a swarm of bees relocated before the new pavilion was erected.
- Hedge cutting carried out next to the concrete bus shelter
- The door to the new accessible toilet was sanded down and given a second coat of brown paint as well as new hinges fitted. Items were purchased and fitted to withstand increased public use.
- Liaised with the road marking team at the car park and assisted with traffic control
- Anti-vandal/climb paint was applied to the youth shelter and the necessary stickers fitted.

- Wood chip suitable for children's play areas was sourced, purchased and finally spread.
- The goal posts were re-instated and the showers/changing rooms given a deep clean.
- The CCTV was viewed on several occasions to assist with anti-social problems.
- Works undertaken with the Thwaite Brow Woods volunteers to further the woodland management plan and grant application for free bird boxes.
- Grass cutting has continued both on PROW and amenity areas

Cllr Leak expressed her concern at the amount of work expected of Mike and felt a more strategic approach should be looked at with his time allocation and whether he should be assisted with some of the projects expected of him. One example given was the bus shelters and their on-going maintenance programme. Council agreed and wanted to be of assistance to Mike wherever possible. Cllr Budden will speak with Mike on the subject to ensure he is not over-worked and to ask if he would like more hours now that he is not working for Slyne parish council. It was also felt a meeting between the three parishes should be set up by the clerk to discuss the future of the Lengthsman Scheme.

To receive any Declarations of Interest – Cllr Budden (Min 7051).

**Minutes** – The Minutes of the meetings held on 3<sup>rd</sup> July 2017 and 7<sup>th</sup> August were accepted as a true record.

**7045 Any Matters arising from the Minutes:**

*Public Toilets* – The toilets in the village remain closed due to a drain blockage. It was therefore agreed that the necessary notice should be given to Lancaster City Council that due to on-going high maintenance costs, the parish council is no longer able to continue to support them. Unfortunately, this also results in the redundancy of the cleaner who will be notified. The RADAR lock raised concern. Cllr Budden will liaise with Mike Ashton on this matter. Cllr Leak also raised the question as to the responsibility of the toilet and felt clarity is needed. Members agreed and this will be a matter looked at in the future.

*Red Bank Car Park* – Cllr Archer was asked at a previous meeting to liaise with an outside contractor to bring in stone and level up the car park at Red Bank. A price of around £1000 was given and to assist the council, Red Bank Farm / Archer's Café is willing to contribute towards this cost. It was determined that the bill could be split and therefore Cllr Bond proposed the works be carried out – seconded Cllr Leak – carried.

**7046 Annual Christmas Tree** – Permission will be sought from the residents of Abbeyfield to site the tree on their forecourt as in previous years. It will be erected on or around the 1<sup>st</sup> of December and taken down around the 4<sup>th</sup> of January 2018. It will be lit from 3.00pm until midnight.

**7047 War Memorial Refurbishment** – The clerk reported that the grant application to the War Memorial's Trust towards the refurbishment works has been successful. The Grant Offer is up to £14,710 which represents 75% of the eligible cost given in the tenders by the contractor **Quadriga** and professional adviser **Mr Michael Hartley AABC** who are the preferred contractors. The clerk is in the process of getting all the paperwork signed and returned to the War Memorial's Trust and Michael Hartley is in discussion with Quadriga regarding a start date.

**7048 Dates for the 2018 Meetings** – The parish meetings were confirmed except for January, April and May which fall on Bank Holidays. It was therefore suggested these should be arranged for a suitable Wednesday and the clerk will liaise with the Bookings Secretary of the Old Boy's School accordingly.

**7049 Open Space Contribution** – When the new development on Coastal Road was brought before the Planning Department, it was agreed that there should be an Open Space contribution. £14,920 has been earmarked for Young People's Facilities and £9,276 for Parks and Gardens. In accordance with the terms of the agreement Helen Ryan, the City Council's Public Realm Development Manager has earmarked the

Parks and Gardens contribution to go toward the delivery of the Happy Mount Park Master Plan with current thinking favouring its use against the costs of the restoration of the Japanese Garden.

This leaves the Young People's Facilities contribution to utilise and Cllr Leak agreed to speak with Helen Ryan on behalf of the parish council to discuss a couple of ideas of equipment for older children the parish council may wish to provide within its current play area. The parish council was disappointed not to receive the Parks and Gardens contribution as the parish council is responsible for the open space within the village.

### **7050 To receive Reports by Members**

*Bowling Green's Management Committee* – The parish council received correspondence from the bowling club concerning the state of the green and as an inspection from the Sports Turf Research was imminent it was felt a meeting should be deferred until the inspection took place. Three members of the bowling club, who are members of the Green's Committee, Cllr Lomax, Cllr Budden and the clerk met with the Agronomist who gave a thorough inspection of both greens and in general the greens are in good condition. He suggested the use of a machine called an Air2G2 and the clerk is making enquiries into hiring one. However, as the top green has now been worked on and No. 1 green will be top dressed within the next few weeks, it was felt this should be left until the new year. The Agronomist pointed out that the verges alongside the greens did contain a lot of weeds which were seeding themselves into the greens and suggested extra mowing. When the recreation area is treated for plantain, it was suggested that these be included.

Another matter which certain members of the club were not happy with was the number of windows in the new top pavilion. As requested last month (Min. 7044) the clerk obtained a price from Broadoak to change the window lay-out which amounted to between £600 & £700. On reflection, the 3 members of the Green's Committee on behalf of the club agreed to leave the windows as they are, at least until the expiration of the 2-year guarantee.

*Community Emergency Plan* – Cllr Leak expressed concern that this parish council does not have a plan, and highlighted Slyne-with-Hest Parish Council's latest newsletter. The clerk was directed to make enquiries with Alan Cole of the Fire Service to establish if they have a plan of action should a disaster happen in the future.

*Parish council web-site and Social Media* – The clerk was directed to liaise with our web-site manager to ascertain whether we can take over the management of the web-site and could the setup be modified. Social media such as Facebook was also considered.

### **7051 Correspondence**

**Adam Wrigley** is a local student living in Bolton-Le-Sands. He has been accepted on a placement with the Voluntary Services Overseas (VSO) and the International Citizen Service (ICS). This will take place in southern western Kenya from October 2017. He is having to raise £1500 for the project which is a requirement from the VSO but unfortunately due to budget constraints faced by local authorities, the parish council was unable to financially assist him on this occasion.

**Bolton-le-Sands Gala** - The committee requested use of the playing fields for next year's event which is to take place on Saturday 9th June 2018. Cllr Budden declared an interest and Cllr Archer took the chair. Cllr Archer proposed this request be granted – seconded Cllr Bond – carried. Cllr Budden re-took the chair.

*For information only:*

**Volunteer Training** – There is a free 8-week Volunteer Training Programme for new and existing Volunteers aged 19 and over.

**Road Closure** – Acorn Meadow from 08.00 hrs Monday 18<sup>th</sup> September until 17.00 hrs on Friday 29<sup>th</sup> September.

**North Lancs Development Centre Ladies** – their first football match at home is on the 10th September and then not scheduled to be back at home until the end of October

**7052 Accounts Payable**

Councillor Bond proposed the following accounts be paid. Seconded by Councillor Archer - carried.

Cheque No.	Payee	Amount / Description
681	J T Atkinson	£870.00 play grade wood chip
682	M Ashton	£1100.52 Parish Lengthsman
683	D Mason	£254.11 Cleaner at the toilets
684	P Bradley	£590.48 Clerk's salary + petty cash
685	HMRC	£52.20 PAYE
686	S&C Entertainment	£205.00 PA System
687	Broadoak	£2965.00 New Pavilion
688	Healthmatic	£1718.40 Alterations to toilet door
689	I D A	£357.60 Electrical works to accessible toilet
690	Travis Perkins	£6.47 Hooks
691	Water Plus	£20.81 Water charges at bowling greens
692	A Swindlehurst	£200.00 Greensman

**T & C Planning** – No adverse comment was made on the following planning applications:

Application No: 17/00951/FUL

Proposal: Erection of a s/storey side and rear extension / construction of porch to the front elevation.

Site Address: 42 Pinewood Avenue, Bolton-le-Sands

Application No: 17/00972/FUL

Proposal: Construction of a dormer extension to the front elevation

Site Address: 27 St Margaret's Road, Bolton-le-Sands

Application No: 17/01032/ADV

Proposal: Advertisement application for the display of a non-illuminated freestanding sign

Site: Land east of railway line, St. Michael's Lane.

Application No: 17/01103/FUL

Proposal: Construction of a hip to gable extension and construction of one dormer extension to the front elevation and one dormer extension to the rear elevation.

Site: 19 Greenwood Avenue, Bolton-le-Sands.

No objection but neighbours' comments to be taken into consideration.

Application No: 17/00975/FUL

Proposal: Demolition of existing garage and shed and erection of single storey side/rear extension

Site Address: 4 Shelley Close, Bolton-le-Sands.

Signed..... Chairman

4<sup>th</sup> September 2017