

**MINUTES OF THE ORDINARY MEETING OF BOLTON-LE-SANDS PARISH COUNCIL
HELD IN THE OLD FREE GRAMMAR SCHOOL
On MONDAY 2nd OCTOBER 2017 at 7.00pm**

Present: Chairman: Councillor K Budden
Parish Councillors: M. Archer, T Bell, M. Craddock, L Leak, F. Ryan
City Councillors: S. Rogerson, J Wild.
1 Local Government Elector

Apologies: B. Bond (holiday), A. Kay (business) S. Lomax, City Councillor Thomas and County Councillor Jones.

OPEN FORUM

PACT (Police and Communities Together)

Crime figures for July 2017 were tabled; 6 anti-social behaviour calls (13 x 2016) and 6 crimes recorded (7 x 2016). Violence / Sexual Offences x 5 (Whin Grove – investigation complete; no suspect identified, Main Road – under investigation and The Green x 3 - unable to prosecute suspect x 1 and under investigation x 2); Criminal Damage / Arson (The Green – investigation complete; no suspect identified).

Cllr Craddock mentioned that he used the ‘101’ system to report bikes on the shore which received no response at first but eventually dealt with. He felt the slow response should be reported to the police.

Matters raised by City Council – None

Matters raised for Cllr Rogerson’s attention – litter bin availability for the entrance to school behind the tennis courts.

Environmental Matters:

Cllr Leak raised her concern at the removal of the boundary hedge along the canal by residents of the Oakmere Homes site. The clerk also mentioned the overhanging vegetation along Coastal Road. Both matters will be brought to the attention of Andrew Dobson at Lancaster City Council.

The wording of “Packet Boat” is not on the new refurbished Packet Boat PH despite one property up for sale. The clerk will notify Andrew Dobson accordingly.

Virgin Media – The clerk was directed to write to complain about the levels of finish by the contractors following recent works.

Matters raised by Members of the Public – The matter of the recent consultation for the relocation of the post office from its present site within the village to the Spar on Coastal Road was fully discussed.

To consider Lengthsman’s Report for September – Mike reported that a lorry was stuck on the football pitch and he had to borrow a large 4x4 tractor to tow it off. Turf was purchased, and the large holes were filled in and re-turfed. After the football match a few days later, some slight repairs were needed. Cutting of the long leylandii hedge between the football pitch and the bowling greens was started as was the yew hedge at the war memorial. He reminded council that whilst the boundary markers had been set out, the fence has not been erected and asked the council to obtain the necessary agreement with the neighbouring property. The broken bench at St. Nicholas Lane area of the A6 was removed and is beyond repair. The litter bin at School Croft was emptied and the fly tipped waste near the pumping station on Mount Pleasant Lane was removed. The ivy was cut back at the Pinfold. Grass cutting continues. The new toilet seems to be working well and has escaped damage so far.

Cllr Craddock proposed that the council writes to the Agent letting the property adjacent to the war memorial for confirmation of the boundary position – seconded Cllr Archer.

Works for the Lengthsman:

The bus shelter at The Royal to receive wood preservative.

Cllr Leak suggested that the yew hedge at the war memorial should be cut twice a year.

It was asked that Grange View be tidied up again.

To receive any Declarations of Interest – Cllr Budden (Min 7053).

Minutes – Cllr Archer proposed the Minutes of the meeting held on 4th September be accepted as a true record – seconded Cllr Ryan.

7053 Any Matters arising from the Minutes:

Public Toilets – The clerk confirmed notice has been served on the City Council to terminate the current Lease Agreement and the cleaner has received her redundancy notice. Ms Mason has been expected this and said it has been a pleasure to work for the council and the public.

Red Bank Car Park – deferred

War Memorial Refurbishment – The clerk confirmed refurbishment works commenced today and scheduled to be completed by 20th October.

Confirmation of the 2018 meetings – These have all been confirmed by the Bookings Secretary at the Old Boy's School.

Open Space Contribution – Cllr Leak has spoken with Helen Ryan at Lancaster City Council regarding the S106 monies which must be used for facilities for the over 12's. Suggestions were put forward and a 'trim trail' seemed to be an excellent choice. The clerk will e-mail Scouts, Guides and Football Club for their comments. Councillor Leak confirmed that the parish council must e-mail a proposal to the City Council for their consideration which must be done within 5 years or the monies will be returned to the developer.

Parish Council Website and social media – The website was designed prior to the need for websites to be mobile friendly, and can be reconfigured to be managed by a Council member. However, there would be a nominal sum to redesign it as a CMS (Wordpress) site which could then be editable by others. Under new rules a "business" Facebook page can now only be set-up as an addition to a personal FaceBook account following recent terrorist activity. It was therefore suggested a separate account be set up to facilitate the opening of a Facebook page.

The Messenger – As well as social media, it was suggested, as a way of keeping residents informed of parish council activities, to take a page in the village newsletter at a cost of £250 per annum. Cllr Budden declared an interest and Cllr Craddock took the chair. It was considered an excellent way of communication and Cllr Archer proposed a page be purchased for 2018 – seconded Cllr Craddock – carried.

7054 Relocation of the Village Post Office – In his absence, Cllr Bond provided a report of the public meeting he attended on 25th September where it was explained that due to losses incurred it was no longer viable to run the Post Office from the Packet Lane premises and several reasons for the loss were given. The Coastal Road site is more user friendly with car parking available and no steps. The consensus at the meeting was a 'fait accompli' as there was little alternative but to accept what is proposed.

7055 Remembrance Day Service – The clerk confirmed everything is in place for this year's Remembrance Day Service with the road closure notice received, the PA system purchased, and the wreath ordered.

7056 Insurance Review 2018 – Aon is no longer insuring parish councils but will honour the insurance

policy for this parish council until its renewal date in June 2018. BHIB Insurance Brokers will then be handling the policy and will write approximately 3 weeks before the renewal is due. Zurich will also be invited to provide an insurance quote and the matter will be re-considered in early 2018.

7057 To receive Reports by Members

Pavilion Committee – It was confirmed that the accounts are in good order. Concern has been raised by the committee at the amount of water and gas usage over the summer which is under investigation. The clerk will make enquiries with Aqua Engineering regarding Legionella control.

7058 Correspondence

Bolton-le-Sands Bowling Club – An e-mail from Barry Axon was tabled asking permission to include the parish coat of arms in their brochure advertising the 2018 Mike Rigby Tournament which was granted. Members also agreed to sponsor the Tournament for 2019.

Royal Air Force Celebrations – A letter was received from Jeremy Lawton, the Officer Commanding Base Support Squadron at Royal Air Force Spadeadam in Cumbria informing the council that on 1st April 2018 the Royal Air Force will celebrate 100 years since its formation. Special events and activities will be held from 1st April to the end of September 2018 to mark this Centenary and they would like to promote ‘Royal Air Force in Bloom’ where one of the flower beds in towns and villages could be used to display the Royal Air Force colours. The parish council would be willing to fly a flag and it was suggested this matter be passed to the Horticultural Society who may wish to assist in this project.

Lancashire County Council – Byway from Main Road to Packet Lane – A letter was received enclosing a formal Notice of Acceptance of the claim. The County Council will now make a Definitive Map Order to bring this decision into effect. A copy of the Order and plan together with a Notice giving details of the Order will be sent to the parish council and details will also be published in the local press and displayed on site. The landowner concerned will then have a formal right of representation against the Modification Order. Up until the date the Order is confirmed, the route has the same status as it does today.

Lancaster City Council – Invitation to a Planning Enforcement Open Evening on Tuesday 14th November at 6pm. Cllr Kay will, in the first instance, be invited to attend on behalf of this council.

Abbeyfield – Permission has been given to site the Christmas tree on their forecourt again this year.

7059 Audit for the year ended 31st March 2017 – The audit has been completed with no matters arising. Cllr Craddock proposed, and Cllr Bell seconded that the Annual Return be approved and accepted by the council.

7060 Accounts Payable

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

Cheque No.	Payee	Amount / Description
693	M Ashton	£1208.00 Parish Lengthsman x 3 parishes
694	P Bradley	£522.55 Clerk’s salary + petty cash
695	HMRC	£52.20 PAYE
696	D Mason	£250.00 Cleaner at the toilets
697	A Swindlehurst	£200.00 Greensman
698	BDO LLP	£360.00 Audit fee
699	Old Boy’s Sch.	£422.46 Rent for room and School Croft
700	Agrovista	£540.00 Bowling Green materials

701	STRI	£79.20 Travelling expenses for annual inspection
702	Water Plus	£54.34 Water charges at the toilets
703	British Legion	£100.00 Donation

In Committee

7061 Casual Vacancy - Three applications were received. A secret ballot took place and Phil Wilson was duly co-opted onto the council and will take up the position at the November meeting.

T & C Planning – No objection was made on the following planning applications:

Application No: 17/01086/FUL

Proposal: Installation of 4 antennas, replacement replica glass reinforced plastic louvres within the bell chamber windows and installation of an external meter pillar

Site: Holy Trinity Church, Main Road.

Application No: 17/01098/FUL

Proposal: Demolition of existing sun room and erection of a replacement single storey rear extension, installation of a first-floor balcony to the front elevation and a replacement porch roof to the front elevation.

Site: Mr & Mrs Bamber, 4 The Shore.

Application No: 17/01105/FUL

Proposal: Erection of two single storey extensions

Site: Bolton-le-Sands C of E Primary School.

Application No: 17/01126/FUL

Proposal: Erection of a single storey side extension and a detached garage

Site: Mr R Whitehead, 34 Broadlands Drive.

Comment: No adverse comment but neighbours' comments be taken into consideration.

Application No: 17/01117/FUL

Proposal: Demolition of rear outrigger and erection of a two-storey rear extension

Site: Messrs. Harvey and Howard Bainbridge, The Dell, 91 Coastal Road.

Signed..... Chairman

6th November 2017