

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

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

Apologies: City Cllrs Thomas & Rogerson. Parish Cllrs Lomax & Kay

OPEN FORUM

Mrs Harris (owner) and Mike Harrison (Architect) gave a short presentation on the proposed restricted by-way order and the effect that it has on the development of The Packet Boat. Mrs Harris accepted the access but wishes to reduce its width and re-route it. To do this, she must make application to Lancaster City Council Planning Department but wished to have the views of the parish council first. The parish council had no objection.

PACT (Police and Communities Together)

Crime figures for September 2017 were tabled; 5 anti-social behaviour calls (3 x 2016) and 5 crimes recorded (5 x 2016). Violence / Sexual Offences x 3 (Packet Lane - under investigation, The Nook and Slyne Road - investigation complete; no suspect identified); Criminal Damage/Arson (The Green – investigation complete; no suspect identified) and Burglary (Main Road – under investigation).

Matters raised by City Council – Cllr Wild to follow up the hedge clearance from St. Michael's Lane to the Cricket Field.

To consider Lengthsman's Report for November – Works completed:

- The school path, car park and around the Community Centre were cleared of weeds.
- A willow tree near the stream at St. Michaels was cut down and cleared away.
- The culvert that runs in front of the terraced houses was unblocked.
- 3 outside lights were purchased to replace the broken ones on the sports pavilion.
- The football pitch lines were mowed to enable them to be re-lined.
- The timber edging along the side of the top bowling green was replaced.
- The CCTV camera on the lock-up has been mended and the camera replaced under warranty.
- The long bolts that fasten the window shutters in the new pavilion have been shortened.
- Several bus shelters were swept and litter picked in their vicinity.
- The glass shelter on Coastal Road was thoroughly cleaned and the hedge behind cut back.
- The shelter opposite The Royal was repaired.
- The road sign at Broadlands was put back up properly.

Mike reported on the work of the Thwaite Brow volunteers. A large dead elm tree was felled and cleared. He also reported that the door of the new pavilion has swelled.

Cllr Craddock reported that the defibrillator pads have now been changed at the Spar and the ones outside the Community Centre will also need replacing which he will do. He has also offered to sprinkle poppy seeds at The Pinfold.

Cllr Budden reported that the Christmas tree has been put up in the village.

Works for the Lengthsman:

Clearance of the grass underneath the beech hedge and strim around the stepping stones.

To receive any Declarations of Interest – None.

Minutes – Cllr Craddock proposed the Minutes of the meeting held on 6th November be accepted as a true record – seconded Cllr Bond.

7066 Any Matters arising from the Minutes:

Red Bank Car Park – Cllr Archer confirmed 2 loads of stone have been placed over the car park.

War Memorial Refurbishment – Mike Ashton highlighted an area where there is a dip in the stone flags and water collects quite significantly. The clerk will advise the Architect accordingly. Interim invoices were tabled, and it was agreed that payment would be withheld until the Architect has certified the works to date.

Open Space Contribution – Cllr Leak reported on a meeting with Playdale to discuss the items of play equipment to be purchased using this contribution from Oakmere Homes. Members agreed with her suggestions and asked her to take the project forward.

7067 Village Library: The Library formally re-opened today and will be open on the following days: Monday 9am–1pm; Tuesday 9am–5pm; Thursday 9am–7pm; Friday 9am–5pm and Saturday 9am–1pm.

7068 Sports Pavilion – Mike Ashton reported that all the alarms have been checked and a report and quotation for works needed will be issued. Cllr Bell proposed the parish council should be responsible for the payment of the 3 new lights – seconded Cllr Archer - carried. To comply with the Health & Safety at Work Act and the L8 Regulations the site must have a written risk assessment identifying the potential risks regarding Legionella. Aqua Engineering can undertake a site survey and then, based on the findings, produce a risk assessment. In addition, they can produce a control scheme, to be implemented on site, a log book for recording the scheme and a Management Summary which basically explains the risk assessment. Cllr Bond proposed Aqua be given this contract for which the parish council will be responsible for the payment of a survey, report and all necessary sampling – seconded Cllr Craddock – carried.

7069 To receive Reports by Members

Cllr Bond reported on an Open Meeting for the Village Hall where volunteers are needed to comply with its Charity status which will hopefully get resolved. Cllr Bond also reported that the Village Hall Committee has not received its contribution from Lancaster City Council towards the upkeep of the accessible toilet. The Clerk was asked to chase this matter up and Cllr Bond will also liaise with the Committee regarding the parish council's contribution.

7070 Correspondence

Lancashire County Council – forwarded a copy of the Order to add a restricted byway from Main Road to Packet Lane. Any representation or objection must be sent in writing to The Director of Governance no later than 21st December 2017.

Drone Flying at Morecambe Lodge – request granted.

Bowling Green's Committee – Geoff Forrest wrote to the parish council for its consideration to refund a winter bowling permit as the person has not used it due to health reasons. The parish council felt this was a matter for the Green's Committee to decide upon. Dates were put forward for a meeting in the new year.

Healthwatch – A letter was tabled for the parish council to support the work of Healthwatch Lancashire. Members felt this was not a matter which the parish council should be involved with at this time.

7071 Accounts Payable

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

Cheque No.	Payee	Amount / Description
714	M Ashton	£960.00 Parish Lengthsman x 3 parishes
715	P Bradley	£539.59 Clerk's salary + petty cash
716	D Mason	£250.00 Final salary
717	D Mason	£432.67 Redundancy Payment
718	A Swindlehurst	£200.00 Greensman
719	HMRC	£52.20 PAYE
720	SLCC	£115.00 Subscription
721	Travis Perkins	£72.42 Misc repair materials
722	Waterplus	£10.56 Water standing charge bowling greens
723	S-w-H PC	£1932.92 Refund of payments made for the Lengthsman Scheme
724	BLS PCC	£250.00 Subscription to The Messenger
725	Cassidy + Ashton	£4080.88 Part Payment for Architectural works at the War Memorial
726	Quadriga	£14,254.81 Part Payment for works carried out at the War Memorial

T & C Planning:

Application No. 17/01409/FUL

Proposal: Erection of single storey rear extension and installation of a raised roof on existing garage

Site Address: Kinlochmore, 2A Greenwood Crescent, Bolton Le Sands.

Comments: No objection.

Signed..... Chairman

3rd January 2018