

**MINUTES OF THE ORDINARY MEETING OF BOLTON-LE-SANDS PARISH COUNCIL  
On MONDAY 6<sup>th</sup> JULY 2020 at 7.00pm**

**Present:** Chairman: Councillor K Budden  
Parish Councillors: M. Archer, T. Bell, J. Bolton, P. Kitching, L. Leak, G. Parkinson, P Wilson.  
City Councillors: J Wild

**APOLOGIES** County Cllr Morris and City Councillor Thomas

The Chairman opened the meeting, welcoming all those present including the Clerk who had been unable to attend the January, February and March meetings due to ill health and thanked Cllr Bell for standing in and taking the Minutes of those meetings. The meeting was held in Archer's Café and Cllr Archer was thanked for accommodating the meeting at such short notice as the Old Boy's School is undergoing renovation and not fit to use at present. In view of the Corvid-19 pandemic and government legislation and a complete lock-down, the April, May and June meetings were postponed.

**OPEN FORUM**

PACT (Police and Communities Together) – Crime figures for January, February, March, April and May were tabled as follows:

January – 5 Anti-social behaviour crimes and 11 recorded crimes – Burglary x 3 (Recreation Area, Beech Tree Close and Hillcrest Avenue); Violence/Sexual Crimes x 7 (Grange View, Ash Tree Grove x 3, Church Brow, Cherry Tree Close and Madison Avenue); Vehicle Crime (Petrol station, Coastal Road.)

February – 1 Anti-social behaviour crime and 13 recorded crimes – Drugs (Whin Grove); Violence/Sexual Offences x 6 (Whin Grove, Church Brow x 2, Windermere Road x 2 and The Shore); Vehicle Crime (Canal Gardens); Burglary x 3 (Mill Lane, Windermere Road and Meadow Drive); Shoplifting (Mill Lane); Other Theft (Spar, Coastal Road).

March – 2 Anti-social behaviour crimes and 12 recorded crimes – Burglary x 5 (Whin Grove, Whin Drive, Main Road, Clarksfield Road and Eden Grove); Vehicle Crime (Packet Lane); Criminal Damage and Arson x 2 (Windermere Road and Church Brow), Violence / Sexual Offences x 3 (Windermere Road x 2 and Church Brow); Other Theft (Main Road)

April – 14 Anti-social behaviour crimes and 5 recorded crimes – Other Crime (Grange View); Violence / Sexual Offences x 3 (Packet Lane x 2 and Church Brow); Burglary (St. Margaret's Road).

May – 23 Anti-social behaviour crimes and 8 recorded crimes – Other Crime (Grange View); Violence / Sexual Offences x 2 (Whin Drive and Merefell Road); Burglary x 4 (Brookfield View, Church Brow and Windermere Road x 2); Possession of a weapon (The Nook).

Matters raised by County and City Councillors – Cllr Wild expressed concern regarding the traffic control on the A6 which causes long delays. The clerk was directed to write to the Planning Department expressing the concern of the parish council regarding the on-going traffic problems as well as water discharging into the system plus the fact that the footpath at Monkswell has been closed without appropriate signage advising people of this closure and its concern that site vehicles are using the footpath to get to the housing site at Monkswell. It has been confirmed that the Co-op will open in September, so it is felt the footpath does not require closure until Christmas.

Matters raised by members of the public – Mr Mike Craddock, who has worked hard for the village installing defibrillators, asked the council if it would fund replacement Paed. Pads for the unit outside the community centre? He has offered to acquire them and fit them.

It was resolved that the parish council would fund these.

To consider Lengthsman's Reports for April, May and June

## **April**

- Wooden pavilion has been creosoted all round
- The football posts have been taken down
- Works involving the irrigation system at the bowling greens.
- Weed spraying all around the village as well as the broadleaved weeds in the play area.
- Kept the football pitch mown as the City Council are not doing any maintenance work until further notice because of Covid-19.
- Swept under the benches in the area opposite The Blue Anchor and opposite the war memorial.
- The Public Right of Way off Mill Lane and the grass on Monkswell have been cut.
- A fly-tip was removed from School Croft and the litter bin emptied.
- Timber was purchased to repair the edges to the bowling green plus post and netting to re-instate the fence on the recreation field.

## **May**

- The roof of the bus shelter at Stuart Longton's Caravans was repaired.
- The football pitch was rolled.
- The grass in the play area has been cut
- Mowing on the recreation fields has continued
- The car park has been swept
- The new irrigation tank is fed via the Community Centre therefore a bill for the water usage will follow. Mike is helping the contractor to find the leak on the system.
- A new notice board was installed outside the bowling pavilion
- A small gap in the fence at the top of School Croft was repaired.

## **June**

- Mike continued his work on the irrigation system and the leak has been fixed.
- The trim trail was strimmed as was under the bowling green hedge and around the play area.
- The play area and recreation field have continued to be cut several times.
- He reported that a tent had been put up at School Croft which was finally taken away after some time leaving litter and broken chairs. This was reported to the police.
- A caravan was left outside the church and again reported to the police.
- Mike is concerned at the amount of litter consisting of small gas canisters and alcohol containers. The first occasion Mike reported this to our chairman, the second occasion he reported it to the police and will follow this up with them in due course.
- The bus shelter at Whin Grove was re-roofed.
- A tree was removed which had been left in a dangerous state by the recent gales.
- Following a complaint about some bushes on the Right of Way off Mill Lane, he cut them back and strimmed the grass. The rest of the bushes will be cut back later when the birds have stopped nesting. In the meantime, the brambles that were bothering the resident have been sprayed.
- He met with two men to discuss electric charging points outside the Community Centre but it was felt that the main supply did not have enough spare capacity.
- CCTV was viewed after a break-in at a neighbouring property.
- A combination lock was purchased and fitted at the tennis courts.
- The handrails and barriers on the steps at the end of the school path were ground down, primed and painted.
- Mike met with tree surgeons at The Hollows for a quote to be tendered for trees to be removed.

Cllr Leak questioned the amount of time that Mike has spent rectifying the leak on the irrigation system at the bowling greens and felt this was the responsibility of the contractor. She was also concerned that City Contract Services have failed to carry out any grounds maintenance and the clerk was directed to write to Mark Davis accordingly.

**Environmental Matters** – It was reported that a hole has appeared in the left-hand lane of the carriageway at the traffic lights at Town End / the junction between the A6 and Coastal Road. Wires are visible and the parish council is concerned that these may well be attached to the traffic lights. This was reported over 12 months ago but still has not been rectified. The clerk was directed to contact County Cllr Morris for his

assistance in getting this matter resolved.

**To receive any Declarations of Interest** –None

**Minutes**

The Minutes of the meeting held on 2<sup>nd</sup> March were approved. Proposed Cllr Bolton, seconded Cllr Wilson.

**7268 Any Matters arising from the Minutes:**

- *Adoption of the Payphone for use as a defibrillator housing* – This item was fully discussed and it was agreed that this project should go ahead and funded by the parish council. Proposed Cllr Parkinson – seconded Cllr Bell – carried.
- *Casual Vacancy*- The parish council still has two vacancies. It will be advertised in The Messenger as soon as practicable with a closing date of 31<sup>st</sup> August 2020.
- *Refurbishment Works at the War Memorial*- The clerk reported that Quadriga intend to carry out the remedial works on 17th August which will be checked nearer the time. A full-size draft drawing of the replacement sword has been sent in the post for checking.
- *New Pavilion by the Bowling Club*- The clerk reported that no revised plans have been received and in view of the current situation, it was agreed to defer the matter. Cllr Leak expressed the view that she did not agree with the pitched roof idea, but it was explained that concern had been raised as to vandals and youths climbing onto the roof if it was flat. It was also mentioned that the Agronomist at STRI advised that the winter sun will cause shading.

**7269 To Re-affirm Representatives for the Council**- Cllr Bolton proposed that the representatives on the various committees remain in post for this year and that the three-year maximum be relaxed – seconded Cllr Bell – carried. Representatives for the year 2020/2021 are as follows:

Chairman - Cllr Budden

Vice Chairman – Cllr Archer

Community Centre Management Committee – Cllr Bell

Sports Centre Management Committee – Cllrs Leak and Bolton.

Bowling Greens Management Committee – Cllrs Archer, Bell and Wilson.

It was agreed that the three-year maximum representation on a committee should not include liaison committees as follows:

Parish Lengthsman Representative – Cllr Budden

Thwaite Brow Woods Representative – Cllr Budden

Morecambe Bay Partnership – Cllr Budden

Asset Maintenance x 6 - Cllrs Leak and Archer (Recreation Areas), Cllrs Bell & Wilson (Shore areas) and Cllrs Bolton and Parkinson (Grange View, seats, bus shelters etc.)

Financial Officer – The Clerk.

**7270 To Appoint Chairman of the Green's Committee**- Cllr Leak proposed Cllr Archer as Chairman and Cllr Wilson as Vice Chair – seconded Cllr Kitching – carried.

**7271 To Confirm the Standing Orders, Financial Regulations and Risk Assessment**- Cllr Bell proposed these be re-adopted by this council – seconded Cllr Archer – carried.

**7272 Hire of Football Pitch by BLS FC and a mixed junior team**- Requests were received from Shaun Everson to train a mixed junior football team, most of which attend BLS School and BLS FC.

**It was resolved that permissions be granted to both teams (no charge for the junior team)** - Proposed Cllr Bell – seconded Cllr Bolton – carried.

**7273 Tree Felling at The Hollows**- – It was reported that several trees at The Hollows, St Michael's Lane were in a dangerous condition. Mike sourced a tree surgeon who confirmed this. As the area is just inside the Conservation Area, planning permission has been applied for and prices sought;

Westmorland Tree Care Limited tendered the cheapest quote and was awarded the contract – proposed Cllr Archer – seconded Cllr Bell. In the meantime, the residents at No. 2 Beech Tree Close have expressed their concern at other trees that border their property and Cllr Budden will contact them to discuss their concerns in due course.

**7274 Bat Boxes and Wildlife Boxes for Thwaite Brow Woods**- A request to purchase 2 replacement bat boxes was received from the Thwaite Brow Woods volunteers at a cost of £35 each. **It was resolved that funds would be released** – proposed Cllr Bell – seconded Cllr Parkinson – carried.

**7275 Possible Electric Vehicle Charge Point outside Community Centre**- A request had been received to mount electric charging points onto the Community Centre for use in the car park. **It was resolved** permission was refused. Proposed Cllr Kitching – seconded Cllr Parkinson – carried.

**7276 Eco Bricks Project**- The project was deferred until September.

**7277 Community Centre and Accessible Toilet**- The Community Centre Management Committee have agreed to install, as soon as practicable, a hands-free operated hand sanitiser along with appropriate signage (recharged to the parish council). Cllr Archer agreed with this and proposed the parish council will cover the cost of same – seconded Cllr Bolton – carried. A request was received for the parish council to install sub-meters to enable an accurate record of actual usage by the toilet and irrigation system which was approved.

**7278 To receive reports by members** – Cllr Leak will attend the next Pavilion Committee meeting but, in the meantime, she has had discussions with the Tennis Club regarding the resurfacing of the courts. The Club can contribute £3000 to the cost of resurfacing and a quote to apply a slurry seal surfacing system was sought. Cllr Kitching expressed his concern at the fact that this type of repair would not last and would require remedial works after a short period of time. It was therefore suggested a price be sought to resurface the courts in its entirety in the first instance.

It was further reported that members using the courts had been seen using the pavilion facilities. The clerk was directed to write to the club re-iterating that the pavilion facilities must remain closed and should members ignore this request, the parish council will have no alternative but to close the courts.

A request from several of the bowlers for a refund between the cost of a full permit and social permit as they were unable to compete in the League. This request was discussed fully and **it was resolved** that in view of the continuous amount of money being spent maintaining the greens, refunds would not be given.

**7279 Correspondence**

- a) *A H Planning* – Advisory letter of this Town Planner’s services.
- b) *Road Closure Notice St Nicholas Lane* – November 2020

**7280 Annual Governance Statement** – The Annual Governance Statement 2019/20 was approved by Council and signed by Cllr Budden – Chairman.

**7281 Accounting Statements** – The Accounting Statements 2019/20 were approved by Council and signed by Cllr Budden – Chairman.

**7282 To consider for approval the payment of the accounts  
Accounts Payable**

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

**April**

Cheque No.	Payee	Amount / Description
985	M Ashton	£1711.91 Parish Lengthsman x 3 parishes
986	P Bradley	£628.89 Clerk's Salary + petty cash
987	Travis Perkins	£85.63 Misc materials for repair
988	Village Hall	£106.25 Toilet costs
989	E & M Burrow	£82.50 Hedgecutting
990	Old Boy's School	£90.00 Rent
991	Friends of BLS	£80.00 Donation
992	Leander	£1647.00 45% for sword
993	A Swindlehurst	£200.00 Greensman
994	HMRC	£61.80 PAYE
995	LCC	£7.00 Rent for Grange View

**May**

Cheque No.	Payee	Amount / Description
996	M. Ashton.	£798.00 Parish Lengthsman x 3 parishes
997	P Bradley	£640.19 Clerk's salary + petty cash (flag, postage, stationery)
998	HMRC	£68.20 PAYE
999	A Swindlehurst	£200.00 Greensman
1000	Zurich	£2365.21 Insurance
1001	K. Budden	£180.00 Chairman's expenses

**June**

Cheque No.	Payee	Amount / Description
1002	M. Ashton.	£1123.92.00 Parish Lengthsman x 3 parishes
1003	P Bradley	£609.10 Clerk's salary + petty cash
1004	HMRC	£68.20 PAYE
1005	A Swindlehurst	£200.00 Greensman
1006	Water Plus	£228.22 Water charges at the greens

**July**

Cheque No.	Payee	Amount / Description
1007	M. Ashton.	£1313.99.00 Parish Lengthsman x 3 parishes + padlock
1008	P Bradley	£657.75 Clerk's salary + petty cash (postage, stationery, toner)
1009	HMRC	£68.20 PAYE
1010	A Swindlehurst	£200.00 Greensman
1011	Bright Sparks	£612.00 Repairs to floodlights
1012	Travis Perkins	£13.92 Timber

### **T & C Planning**

#### **Application No. 20/00373/FUL**

**Proposal:** Erection of a single storey rear/side extension, construction of a raised terrace and alteration of land levels to form a decking area.

**Site Address:** 5 Broadlands Drive, Bolton-le-Sands

**Comments:** No adverse comment but neighbours' comments to be taken into consideration.

#### **Application No. 20/00449/FUL**

**Site Proposal:** Construction of a dormer extension to the front elevation

**Address:** 9 The Rise, Bolton-le-Sands

**Comments:** No adverse comment but neighbours' comments to be taken into consideration.

#### **Application No. 20/00536/FUL**

**Proposal:** Construction of a dormer extension to the front elevation

**Site Address:** 13 The Rise, Bolton-le-Sands

**Comments:** No adverse comment but neighbours' comments to be taken into consideration.

#### **Application No. 20/00597/FUL**

**Proposal:** Erection of a boundary fence

**Site Address:** 15 St Michael's Crescent, Bolton-le-Sands

**Comments:** No adverse comment

#### **Application No. 20/00632/FUL**

**Proposal:** Erection of two storey rear and side extensions

**Site Address:** 11 St Michael's Crescent, Bolton-le-Sands

**Comments:** No adverse comment but neighbours' comments to be taken into consideration.

Signed..... Chairman

3<sup>rd</sup> August 2020