

# Bolton le Sands Parish Council

## Minutes of the annual parish council meeting held on Monday 3rd May 2021 at 7pm by Zoom Video Communication.

Present: Cllr Archer, Cllr Bell, Cllr Bolton, Cllr Budden, Cllr Chaplin, Cllr Fothergill, Cllr Kitching, Cllr Leak and Cllr Wilson.

Gill Mason – Locum clerk.

One member of the public.

### **Open forum**

The resident that attended the meeting explained that her field floods due to the tide, heavy rainfall and the neighbouring car park which drains surface water on to the field. Since LCC have flushed the culvert of silt, Mill Lane has not flooded as badly and the water is draining away.

### **53/21 Apologies**

Cllr Parkinson.

### **54/21 To receive declarations of interests and consider & approve dispensations.**

Cllr Budden declared an interest in the bonfire committee agenda item as a member of the committee.

Cllr Kitching declared an interest in the planning agenda item as a work colleague of the applicant.

### **55/21 To consider and approve the minutes of the parish council meeting held on Monday 5<sup>th</sup> April 2021.**

It was resolved that the minutes be approved and signed by the chairman at the next meeting after the following amendments: The bowling club wrote to the parish council in January not December and the date of the next meeting is the 3<sup>rd</sup> not the 5<sup>th</sup>.

Proposed by Cllr Kitching.

Seconded by Cllr Bell.

### **56/21 Appointment of chairman.**

It was resolved that Cllr Budden is appointed as chairman for 2021- 2022.

Proposed by Cllr Wilson.

Seconded by Cllr Chaplin.

### **57/21 Appointment of vice chairman.**

It was resolved that Cllr Bell is appointed as vice-chairman for 2021- 2022.

Proposed by Cllr Budden.

Seconded by Cllr Leak.

### **58/21 Appointment of representatives on committees, working groups and outside bodies.**

#### ***BLS Bowling Club Committee***

Cllr Bell

Cllr Wilson

Cllr Chaplin

Cllr Fothergill

**Sports Pavilion Committee**

Cllr Leak  
Cllr Bolton

**Community Centre**

Cllr Kitching

**Environmental Working Group**

Cllr Bolton  
Cllr Parkinson

It was resolved that the above councillors represent the parish council on the committees and working group.

Proposed by Cllr Bell.

Seconded by Cllr Fothergill.

**59/21 Appointment of the responsible financial officer.**

It was resolved that the clerk is appointed as the RFO for 2021- 2022.

Proposed by Cllr Wilson.

Seconded by Cllr Archer.

**60/21 To receive the report from Mr Mike Ashton – village contractor / lengthsman.**

The report had been circulated to all councillors prior to the meeting.

The clerk will liaise with the lengthsman regarding the outstanding repairs to the playpark.

The volunteers will be asked to litter pick the playing fields and school croft. This will help relieve the lengthsman of litter picking around the village.

**61/21 To consider the replacement of the broken stile with a kissing gate.**

The clerk had liaised with PROW and was informed that the work on the coastal path will commence in June / July. The stile will be reviewed during this time as part of the project.

**62/21 To consider the update on the request for a bee corridor at Grange View.**

The clerk and Cllr Bolton has supplied LCC Estates with information on the lease and the proposal.

Cllr Morris will be contacted to ask Estates if the permission can be given for the bee corridor.

**63/21 To consider the update of the proposal for teenage facilities in the village.**

No update.

**64/21 Finance.**

**To consider and approve the following items for payment.**

Cheque	M Ashton	Village Contractor/ Lengthsman	£742.00
Cheque	G Mason Locum Clerk	April wages including hours for end of financial year and audit.	£714.00
Cheque	Alan Swindlehurst	Green Keeper	£200.00
Cheque	Travis Perkins	4 x 4l Creocote	£55.26
Cheque	Travis Perkins	1 x 4l Creocote / roller / Magnolia paint	£45.17
Cheque	M Ashton	Mesh and Capsheet Felt	£75.00

It was resolved that the payments be made.

Proposed by Cllr Bolton.

Seconded by Cllr Bell.

**65/21 To consider the request for a memorial bench to be placed at the bowling green and to consider the request for a new plaque on an existing bench.**

It was resolved that the bench can be sited at the bowling green. The residents will liaise with the village contractor regarding his costs for siting the bench. The clerk will provide the bench supplier contact details.

Proposed by Cllr Bolton.

Seconded by Cllr Fothergill.

**66/21 To consider the received quote for the resurfacing of the tennis court.**

The clerk has contacted three contractors but has had not received any quotes.

**67/21 Planning matters and applications.**

21/00434/FUL Proposal : Construction of a raised roof over existing two storey side extension, alterations to land levels including the installation of new external steps at the rear, and erection of a single storey outbuilding to the side. Site Address : 9 Clarksfield Road, Bolton Le Sands, Carnforth, Lancashire, LA5 8JE

The parish council has the following observation:

The overlooking windows on to the neighbouring property should be frosted for privacy.

**68/21 To consider the clerk's advisory notes and next stages of action.**

***Lengthsman and CCTV footage.***

It was resolved that the clerk and Cllr Wilson will replace the lengthsman in accessing the CCTV footage.

***Mr Swindlehurst invoice***

It was resolved that Mr Swindlehurst must provide a monthly invoice for works completed for payment.

***Purchases for work by the lengthsman***

It was resolved that the lengthsman will be asked to contact the clerk with work that needs completing to get authorisation from the parish council.

The clerk will order all the materials that are needed by the lengthsman to complete the work.

In an emergency the clerk can authorise the work up to £300 of materials & labour in line with finance regulations.

Proposed by Cllr Bell.

Seconded by Cllr Chaplin.

**69/21 To consider the next stages of action in unblocking the public right of way at the Packet Boat.**

No update.

**70/21 To consider the next stages of action for the redundant toilet block in the village.**

No update.

**71/21 To consider the request for an exercise group to use the recreational area and resolve to agree on a charge for useage.**

It was resolved that the exercise groups can use the recreation field at a cost of £10 per session.

Proposed by Cllr Budden.

Seconded by Cllr Wilson.

**72/21 To consider the request to use the recreation field from the Bonfire Committee.**

It was resolved that the parish council give permission for the recreation field to be used for the bonfire night event on the 6<sup>th</sup> November.

Proposed by Cllr Bolton.

Seconded by Cllr Fothergill.

**73/21 To receive an update on the flooding issue at Mill Lane.**

Lancashire County Council has written to the owner of the field asking them to clear out debris from the headwall to allow a clear outlet. They will advise them to create a catchpit/ chamber on the section of open culvert to prevent ongoing silting of the culvert which would be for them to maintain & de-silt.

The owner of the field discharging water onto the highway will be asked to stop allowing the water to directly drain onto the highway, and instead drain it directly into the culvert that runs under their land.

**74/21 Reports and correspondence received (reference only - councillors are asked to submit any reports or correspondence to the clerk before the meeting).**

Playpark inspection report – circulated.

Response from the Old School regarding the request for a pump track on the leased land – circulated.

Trees bordering on the school and parish council land have ivy and ash die back problems. The trees will need inspecting.

**75/21 Date and time of the next meeting.**

Monday 7<sup>th</sup> June 2021 at 7pm at the Old Boys School.