

BOLTON-LE-SANDS PARISH COUNCIL

Members of the Parish Council are summoned and members of the public invited to attend,
a meeting of the above Council which will be held in

Bolton-le-Sands Community Centre on Tuesday 3rd November 2026 at 7pm

PUBLIC PARTICIPATION / OPEN FORUM

Members of the public are invited to raise matters relevant to the Parish Council prior to formal business commencing.

SECTION 1 - FORMAL BUSINESS

- 1.1 Apologies for absence
- 1.2 Declarations of interest
- 1.3 To receive any reports from Lancaster City Council/ Lancashire County Councillors.
- 1.4 Approval of minutes - Tuesday 6th October 2026

SECTION 2 - FINANCE & GOVERNANCE

- 2.1 Expenditure for approval
- 2.2 95 Day notice monthly - unity
- 2.3 Additional copy of Unity bank statement - £8.00 - Proof for a Grant Request
- 2.4 Resignation received - Cllr. Peddar
- 2.5 Casual Vacancy Notice displayed
- 2.6 Clerk's contract
- 2.7 Budget 26/27 meeting to be arranged

SECTION 3 - DECISION REQUIRED - CONSIDER

- 3.1 Thwaite Brow Wood: £20,000 Grant: Agree next steps and committee arrangements
- 3.2 Forest School Proposal: Decision on approval of the trial
- 3.3 Warton Sands Cockle Fishery: Agree the council's position and next steps
- 3.4 2027/28 Precept: Agree formation and membership of a budget committee
- 3.5 Shore Parking: Agree the council's position and any necessary action
- 3.6 Shore Drainage: Separate item concerning the defective flap valve and next steps
- 3.7 Football mower pitch blade: Agree how the repair costs are to be apportioned
- 3.8 Bleed Control Update: Cllr. Paul Kitchen
- 3.9 Monthly meetings - change of time & recording of meetings

SECTION 4 - DISCUSSION ITEMS - REVIEW

- 4.1 Lengthsman report & job list
- 4.2 Remembrance Day - ongoing preparations
- 4.3 Pump track creation - update
- 4.6 Packet Lane school traffic: Ongoing discussion

SECTION 5 - PLANNING MATTERS - September 2026

26/00995/FUL The Nook, Bolton le Sands, Carnforth, LA5 8DR - 21 Days Response.

SECTION 6 - NO DECISION REQUIRED - FOR NOTING ONLY

- 6.1 Calendar dates for monthly Parish Council meetings - display December
- 6.2 Bonfire Committee: The committee has been invited to attend the meeting

SECTION 7 - FUTURE BUSINESS

- 7.1 Date of next meeting - Tuesday 1st December 2026

Signed: *S. High* (Clerk)
29th November 2026

APPENDICES

APPENDIX A — PAYMENTS SCHEDULE

Supplier / Contractor	Description	Invoice Date	Amount
Parish Lengthsman	Wages	October 2026	tbc
Parish Clerk - KB	Wages	October 2026	£649.28
Parish Clerk - SH	Wages	October 2026	£1114.88
BLS Community Centre	Monthly room hire/interview/Utilities	October 2026	£50 + tbc
Travis Perkins	Play Area - slat for picnic bench	October 2026	£12.76
HMRC	PAYE	October 2026	£375

APPENDIX B — LENGTHSMAN / MAINTENANCE LOG

Ref	Job	Status	Notes
LM - WEEKLY	Playground Annual Inspection/report	Weekly	
LM - MARCH 26	Trim trail/picnic table - treatment update	In Progress	To provide update
LM - JUNE 26	Old Sign Tennis Club - dogs prohibited	In progress	
LM - JUNE 26	Sign community centre - no parking - lowered	In progress	
LM - SEPTEMBER 26	Play area ins.report - to undertake repairs	In progress	
LM - AUGUST 26	Remove rotting fenceposts situated by the entrance to the primary school		
LM - AUGUST 26	St Michaels Close - area of land, to clear.	In progress	
LM - SEPTEMBER 26	Maintain War Memorial - Remembrance Day	In progress	
LM - SEPTEMBER 26	Buckled fence near Bowling Green		

APPENDIX C — ANNUAL COUNCIL CALENDAR

Item	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
LEASES & AGREEMENTS												
Halton Jnr Pitch Agreement Review						x						
Dynamo FC Pitch Agreement Review						x						
Tennis Club Lease Review												
FINANCE & INCOME												
Annual Insurance Review								x				
Budget / Precept Review											x	
VAT Reclaim			x				x			x		
Tennis Club Rent						x						
Dynamo FC Rent						x						
Bowls Club Grant					x							
Nursery Group Rent			x									
Annual precept paid				x								
GOVERNANCE & COMPLIANCE												
AGAR / Internal Audit				x								
Asset Register Review								x				
Meeting Dates 2027									x			
Thwaite Brow annual tree survey									x			
Annual Play Area Safety report								x				
VILLAGE EVENTS & COMMUNITY												
Bonfire Event Planning									x			
Remembrance Arrangements									x			
Parish Council AGM				x								

APPENDIX D — FINANCIAL TRACKER

Month	Budget	Actual	Variance
April	£4,583	£5,852.50	(-)£1588.50
May	£4,583	£5,233.92	(-)£ 969.92
June	£4,583	£3,469.32	(+)£1,113.68
July	£4,583	£2686.30	(+)£1,896.70
August	£4,583	£2729.85	(+) £1853.15
September	£4,583	£3852.61	(+) £730.39
October	£4,583	£	£
November	£4,583	£	£
December	£4,583	£	£
January	£4,583	£	£
February	£4,583	£	£
March	£4,583	£	£
YTD	£55,000	£17253.66	(+)£440.32