Bolton le Sands Parish Council

Minutes of the Annual Parish Council meeting held on Tuesday 6th October 2026 at 7pm at Bolton le Sands Community Centre, Bolton le Sands.

Cllr. Allison (Chair), Cllr. Bell, Cllr. Archer, Cllr. Leak ,Cllr. Pinder & Cllr. Morley.

LCC representative Cllr. Russell Walsh - Update, Local Government re-organisation plan has now been put on hold.

Open Forum.
Sarah Bibby put forward a proposal to do a Woodland Forest workshop within Thwaite Brow Woods, offering activities for local families/school/parent & child/community. In principal the proposal was accepted by the Parish Council, subject to a more detailed plan. Cll.r Allison to provide a update after corresponding with Sarah.

433/26 To receive apologies for absence.
Cllr. Taylor (Vice Chair) Cllr. Budden, Cllr. Kitchen Cllr. Robertson.

434/26 To receive declarations of interests and consider & approve dispensations.

435/26 - To consider and approve the minutes of the Parish council meeting held on:-
Tuesday 1st September 2026. **Approved** by Cllr. Peddar. **2nd Proposer** Cllr. Leak

436/26 Finance.
- Appointment-New Clerk Sarah High. Ratified. **Proposed** Cllr. Morley. **2nd Proposer** Cllr. Bell. **All agreed.**
- Annual Return - External Audit. To note we have received the Conclusion of Audit documents. PKF Little-john have returned the completed audit for 2025-2026 financial year. No matters raised for consideration.
- 95 Day notice to Apply on Unity account. Interest applied to the Account, quarterly..

Supplier / Contractor	Description	Invoice Date	Amount
Parish Lengthsman	Wages	September 2026	£925.95
Parish Clerk	Wages-Phone-Printer	September 2026	£1030.56
BLS Community Centre	Monthly room hire	September 2026	£50.00
BLS Community Centre	Utilities - July	September 2026	£136.10
M Elliott	CCTV cable replacement	September 2026	£85.00
Jon Oliver	Thwaite Brow annual tree survey	September 2026	£250.00
PKF External Auditors	AGAR	September 2026	£378.00
RET. PAYMENT			
Bls Pavillion	Dynamos payment for yearly usage	September 2026	£675.00

Proposed by Cllr. Leak **2nd Proposer** Cllr. Morley

437/26 - Proposed Building Development - Bolton le Sands.
26/00006/REF - Awaiting response.

438/26 To consider.

● Christmas tree - Agreed not to display a tree this year. To consider next year using solar lights.

● Bleed control kit. To update next month as Cllr Kitchen was absent.

● Thwaite Brow Woods - Additional /Parking /Picnic area/Tree works. A structured and detailed proposal was put forward to the Council asking for consideration for funds totaling around £6,900 + vat for the above works to be carried out. The proposal is as follows:-

1. Approve a budget of up to £6,900 for the works.
2. Transfer any underspend from the previously approved interpretation-board budget into the wider Thwaite Brow Woods project.
3. Authorise the Chair and Clerk, in consultation with the Thwaite Brow Woods working group, to appoint contractors and purchase materials within the agreed budget.
4. Authorise active fundraising through grants, donations, sponsorship, online fundraising, donation points and other appropriate means.
5. Authorise professional work on around 14 trees.
6. Improvement of the existing informal parking area; plant hire and materials for the groundworks; creation of a simple picnic/group-use area; installation of the already-approved interpretation boards; selective improvement of viewpoints.
7. Continued development of the woods for leisure, learning and community use.

Approval was granted to proceed immediately with Tree Works, 2 estimates have been provided and Thwaite Brow to agree which company to use for the benefit of Thwaite Brow.

Proposer - Cllr Bell. **2nd Proposer** - Cllr Peddar. **All agreed.**

● Thwaite Brow -- BOAT (Byway open to all traffic). Discussed with the potential of requesting TRO (traffic road order). Will review at a later date.

● Playground annual report. Lengths-man to proceed with repairs that were outlined.

● Cost towards damaged Lawn-mower-Football pitch. Email to be sent to both parties asking for a donation towards part of the repairs. **All agreed.**

439/26. To review

● Recording monthly meetings. Policy-AC agreed to pause while we review further with a Recording Policy.

● Lenthsman's report & jobs list - Mower Annual service to proceed. A quote from McGaffigans re the buckled fence.

● Creation of pump track update. Following advice from Designing Out Crime the original proposed site was deemed unsuitable. 2 alternative sites were considered, 1 in each Parish. The Council agreed that the Bolton le Sands site was unsuitable but confirmed its willingness to continue working with Hest Bank Parish Council should they wish to progress with their site. If neither site proves viable, alternative options need to be explored.

● Village parking concerns update. A meeting was scheduled for the following day to meet with the Headteacher and outside agencies. A update will be provided for next months meeting by the Chair Cllr. Allison.

● Triangle of land - Slyne Road Bolton le Sands. Enquiries have been made regarding the lease on this land, with a view for the Parish Council to take over the lease if available. Awaiting response.

● Bonfire - review. A meeting took place between both parties to discuss the bonfire for the future, The including points to be raised. 1. No Bonfire from 2027 onwards. 2. Limiting sale of tickets to Bolton le

Sands only. 3. Committing to use of a quieter fireworks overall. 4. The Bonfire committee to demonstrate a more financial transparency in return for a reduced rate in the future. A further meeting to be arranged to finalise points that have been raised by the Parish Council.

440/26. To note

● Calendar dates for monthly Parish Council meetings - display December.
● Remembrance Day - Sealed approval received for the road closure. Confirmation for collection re poppy wreath. Ongoing preparations
● Tennis club - Mr Gawith has purchased a Smart padlock for use in the Tennis courts, which he will install once access issues have been resolved regarding the Pavillion entrance.
● The Shore, Parking - Pipe investigation has been mentioned to potentially replace the water flap on the Shore drainage outlet. Confirmation of responsibility to be established. A multi agency meeting to take place in Novemer to discuss further.
●26/00653/FUL Change of use of land for 9 gypsy/traveller caravan pitches,Thwaite End Barn Main Road Bolton Le Sands Carnforth LA5 9TN. **APPLICATION WITHDRAWN**

441/26 To receive the report from the Lengths-man and consider works to be completed.

● Weekly playground safety inspection.
● Annual playground report - Lengths-man to proceed with repairs that were outlined.
● Japanese Knot-weed - Periodically check on the growth.
● Buckled fence near the Bowling Green. Enquire with McGaffigans for replacement and the cost to be forwarded to the Clerk for PC approval.
● St Michaels Close - area of land, to clear.
● War Memorial - Remembrance day, to be kept tidy.

442/26 Planning matters & applications

● 26/00903/LB 60/62 Main Road Bolton Le SandsLA5 8DN. **RESPONDED - Objected to stone boundary wall outside.**
● 26/00885/FUL 60/62 Main Road Bolton Le Sands LA5 8DN. **RESPONDED**
● 26/0182/TPO-T2 (Ash) - Pollard 3 Slyne Road Bolton Le Sands Carnforth Lancashire LA5 8AG.
● 26/0185/TCA- Felling of two Ash, Coppice two hazel trees and prune apple tree. 1 Cross Hill Court Bolton Le Sands.
● 26/0188/TPO-Felling of a tree due to canopy decline. Woodlands Mill Lane Bolton Le Sands Carnforth. LA5 8DG 26/00612/FUL-14 Orchard Avenue BLS Demolition of detached garage. Erection-single storey side extension/attached garage. **RESPONDED - Neighbours comments to be considered**
● 26/00896/FUL-Erection of a single storey rear extension. 14 The Green Bolton Le Sands Carnforth LA5 8FD **RESPONDED - Neighbours comments to be considered**

443/26 Date and time of the next Parish Council meeting - Tuesday 3rd November 2026 at 7pm. Bolton le Sands Community Centre.

Signed…….……..Chair. Date…… Meeting closed - 9.50 pm.

clerk@boltonlesandsparish.gov.uk