

Minutes of the Meeting of Bolton Parish Council
Monday 15th September 2025, 7.30pm in Bolton Memorial Hall

Present: Chairman Martin Fagan (MF)
 Councillors: Roger Bird (RB), Peter Smith (PS)

Apologies: Councillors Walter Head (WH) and Bill Ingham (BI)

In attendance Parish Clerk Shelagh Leyland (SL), and 2 members of the public

ITEM 1	WELCOME AND APOLOGIES FOR ABSENCE	
152/25/26	The Chairman welcomed everyone and thanked them for attending WH & BI sent apologies with reasons.	
	DECLARATIONS OF INTEREST	
	None	
ITEM 2	TO ACCEPT AND AUTHORISE THE MINUTES OF THE PARISH COUNCIL MEETING 21st July 2025	
153/25/26	RESOLVED that the minutes of the Parish Council Meeting on 21 st July 2025 be confirmed as a true record and signed by the Chairman.	
ITEM 3	UNITARY COUNCILLOR'S REPORT	
	No report received	
ITEM 4	COUNCILLOR REPORTS	
	4.1 Up-date on the Hall Extension project No report	
154/25/26	4.2 Councillor Vacancies There are still two vacancies, both with permission to co-opt. There has been no response to requests in the parish Newsletter. Councillors were urged to sound out possible candidates personally	
155/25/26	4.3 Update wayleave agreement for defibrillator North End (MF) A wayleave agreement is not necessary.	L
156/25/26	4.4 Weedkilling in the field It is too late to apply weedkiller now, wait til spring The contractor has ben requested to strim round the pump track	
157/25/26	4.5 Newspaper box at the old pumps A resident has repaired the box, the PC expressed its gratitude	
158/25/26	4.6 Highways communication failures A letter has not been sent. The issues were discussed again, but it was agreed that there is no point in the PC taking up the issue with Highways. CALC would be the best option RESOLVED to contact CALC when it is back to full capacity	SL
ITEM 5	NEW BUSINESS	
159/25/26	5.1 Approval of salary scale upgrade for Clerk and salary increase RESOLVED to approve the clerk's salary scale upgrade to SCP 15, and salary increase to £15.36 per hour (£4279 per year for 275 hours) backdated to April 2025 as per National Joint Services Council for Local Government Services agreement	SL
160/25/26	5.2 To discuss IT/GDPR issues, specifically web-site and email addresses There are major problems with the current email address (clerk@boltonvillage.org.uk) - our host Atpspace, has been blacklisted by numerous email servers, and messages are being blocked. The PC is requested to consider migrating to a gov.uk email and web-site to comply with new GDPR rules. It is proposed that the new web-site replaces the current one, and that all councillors have gov.uk emails as well as the clerk.	

	<p>The companies considered to supply the services are Parish Online and Netwise (both are registered for provision of gov.uk domains etc). Parish On-line is offering a full package (up to 20 emails with 5GB storage) + web-site and domain for £360 + VAT per year (first year £100 off). There does not appear to be a set-up fee but this needs to be confirmed Netwise offers a range of packages, from £275 – 440 +VAT per annum, but with a high set up fee (from £499 – 699 + VAT) Neither the clerk nor councillors have the knowledge to compare the two. A resident (and former councillor) has been asked to advise the council on best value for money. RESOLVED to get more information to compare the options, and make a decision and commission one of the companies before the next PC meeting.</p>	SL																																				
ITEM 6 161/25/26	<p>PUBLIC FORUM : There has been a further complaint about some households leaving rubbish bins/bags on the grass verges by the roadside for long periods of time. WFC has been asked to contact the owners. The resident will follow up, and if necessary the clerk will take up the issue with WFC Vegetation overgrowth at Bolton bridge is obscuring vision of oncoming traffic approaching the bridge. RB to find out who owns the land and request them to cut it down.</p>	RB																																				
ITEM 7 162/25/26	<p>PLANNING MATTERS 2025/1166/FPA glamping pods at Peat Gate I had an email from WFC Planning acknowledging receipt of Bolton Parish Council's decision to support this application. As the PC has not agreed a response, the comment was removed from their web-site. The PC agrees that the application is very thorough, all relevant issues have been addressed RESOLVED to support the application</p>	SL																																				
ITEM 8	TO RECEIVE ACCOUNTS AND APPROVE PAYMENTS																																					
163/25/26	<p>8.1 To review and accept current bank account balances</p> <table border="1"> <tr> <td colspan="2">Bank balance end August 2025</td> </tr> <tr> <td>Business Current Account</td> <td>50.00</td> </tr> <tr> <td>Business Savings Account 60834513</td> <td>10,713.87</td> </tr> <tr> <td>Community Account (project) 03750396</td> <td>6,045.48</td> </tr> </table> <p>Project account</p> <table border="1"> <thead> <tr> <th>B in B</th> <th>Bonfire</th> <th>Pump Track</th> <th>SHLF</th> <th>VE75</th> <th>Environment</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>507.20</td> <td>3387.74</td> <td>1600.69</td> <td>419.58</td> <td>70.02</td> <td>60.25</td> <td>6045.48</td> </tr> </tbody> </table> <p>RESOLVED to accept current bank account balances</p>	Bank balance end August 2025		Business Current Account	50.00	Business Savings Account 60834513	10,713.87	Community Account (project) 03750396	6,045.48	B in B	Bonfire	Pump Track	SHLF	VE75	Environment	Total	507.20	3387.74	1600.69	419.58	70.02	60.25	6045.48															
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	Celebrations	200.00	0.00	200.00	
	training	60.00	30.00	30.00	
	meetings	150.00	75.00	75.00	
	Election	0.00	0.00	0.00	
	Maintenance	300.00	0.00	300.00	
	B in B	100.00	15.80	84.20	
	Contingency**	500.00	0.00	500.00	
		10620.00	4996.74	5623.26	
165/25/26	8.3 Payments to be authorised				
	Precept: 50276162				
	S. Leyland	<i>Salary Aug-sept</i>	605.80		
		<i>Reimbursements: Fortect (software optimisation and repair tool)</i>	32.34		638.14
	Bolton Memorial Hall	hire 15 sept			25.00
	CALC	New chair training			30.00
Item 9	COUNCILLORS MATTERS				
	None				
ITEM 10	CONFIRM DATE OF NEXT MEETING				
166/25/26	RESOLVED that the next Parish Council meeting will be held at 7.30 pm on Monday 17 th November 2025				

Signed as correct

 Martin Fagan , Chairman

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