

# NEWTON-IN-BOWLAND PARISH COUNCIL

Wednesday 4 May 2022

NEWTON- IN-BOWLAND VILLAGE HALL

7.30PM

Draft notes

## 1. Welcome, introductions and apologies

JB took the Chair as agreed at the last meeting and welcomed Sally Emanuel as the new co-opted parishioner.

JB thank Martin Beattie (in his absence) for his 43 years of service to the Parish Council on behalf of parishioners and colleagues present.

Present: Councillors: John Bennett, Sally Emanuel, Brian Dixon, Richard Thornber, Richard Whittaker and Rosie Elms; Clerk – Kim Shutes. No parishioners present.

Apologies received from R Swarbrick.

## 2. Declarations of interest

RT declared interest in any HARP business.

## 3. Minutes from the meeting held 2 February 2022

Minutes agree as a true record of the meeting held on 2 February 2022.  
Minutes signed by Chair.

## 4. Matters arising

Updated for May meeting



action plan as at May  
2022.xlsx

## 5. Finance

1. Clerk £100 approved
2. Lengthsman £285.00 approved
3. Lengthsman £175.00 approved
4. M Beattie (B4RN) £28.85 approved
5. Barnes (B4RN) £210.00 approved
6. Village hall 2/2/22 £24.60 approved
7. RVBC grass cutting £612.26 cheque issued
8. Four Seasons (trees) £330.00 approved
9. Dawsons (paint) £32.26 approved
10. Empress Fencing £52.40 approved
11. GeoX (parish online) £60 approved
12. M Beattie (B4RN) £274.98 approved

### ii. Monies due

1. Lengthsman £460 due 06/04/22
2. Precept - £1500 due 04/04/22

6. **Renewal of Insurance Policy**  
Councillors agreed to take the policy on offer. **ACTION** - KS to issue cheque and to diary for 2023 to do a full evaluation and look for possible alternatives.
7. **Annual accounting statement**
  - a. Internal auditor (Ann Dixon) approved by councillors
  - b. Declaration of exemption from a limited assurance review – **ACTION** - KS to complete
  - c. To agree Certificate of Exemption – JB signed **ACTION** – KS to submit
8. **Risk assessment**  
Risk assessment agreed by councillors - **ACTION** – KS to speak to Mair Hill at RVBC to ensure that our records are compliant with latest requirements.
9. **Fixed asset register**  
**ACTION** - Fixed asset register to be amended to include well stones and new parish marker stone.
10. **Annual Governance statement**  
**ACTION** – KS to submit to auditors.
11. **Finance**  
**ACTION** – KS to issue new cheque to Hark to Bounty to replace unrepresented cheque.  
  
**ACTION** – KS to draft email to parishioners asking for ideas on how to spend some of the funds in this financial year.
12. **HARP**  
Latest update here:  
<https://harpconsultation.co.uk/bowland/>  
Councillor Swarbrick commented by email that UU had so far not satisfied LCC on the HARP highways proposals.
13. **Planning**  
No new applications to report
14. **Correspondence**  
Acknowledgement of letter regarding the fallen tree from John Forrester
15. **Website**  
**ACTION** – KS to ask Bob Wilkinson where emails sent via the website appear as they do not appear to being answered.  
**ACTION** – KS to email parishioners asking if anyone is interested in helping to update the website.
16. **Highways**  
LCC have completed a repair exercise on Back Lane  
**ACTION** – KS to report the following issues to LCC: tarmac outside the gate leading to the river walk and the sharp corner going up the fell road.
17. **Jubilee Celebration 3 June 2022**

**Marker stone update – councillors thanked Brian Dixon and Martin Beattie for organising and funding sourcing the stone and organising the engraving. ACTION – KS to write to thank Michael Wright for engraving. ACTION – to take a photograph at the unveiling and to circulate on Facebook.**

**Councillors unanimously agreed to fund the purchase of Jubilee coins for children in the parish.**

**ACTION – KS to map the new trees across from the Old School House on the Jubilee commemorative map for posterity:  
<https://queensgreencanopy.org/commemorative-plaques/>**

**ACTION – BD to ask lengthsman to do a village tidy up in the days before the celebrations.**

#### **18. AOB**

**ACTION – KS to circulate all ‘know about Lancashire’ to parishioners**

**ACTION – KS to circulate all NALC communications to councillors with advice should action need to be taken.**

**ACTION – KS to report signage on cattle grid at top of fell to LCC pointing out concerns raised at this meeting about near misses due to unclear priority markings.**

**ACTION – KS to report broken fence near footpath to LCC.**

**ACTION – KS to report raised manhole cover to LCC**

**ACTION – KS to chase LCC about replacement of broken signs near to Chapel Croft**

**Councillors discussed concerns raised by parishioners about sheep on Hallgate Hill and state of the fences and agreed the correct course of action to be to report to the relevant authorities ACTION – KS to report and to respond to email from parishioner.**

**ACTION – village clean up evening Wednesday 1 June 2022 meeting at the bus stop at 6.30pm with a brush! ACTION – KS to email parishioners and put on Facebook.**

**ACTION – KS to report bin at Clerk Laith not being emptied**

**ACTION – KS to write thank you note to Frances Cullen for painting the totem in the village.**

**19. Date of next meeting – 28 September 2022 at 7.30pm in the village hall.**