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## MINUTES OF ELLEL ORDINARY PARISH COUNCIL MEETING HELD IN THE RECREATIOIN ROOMS, GALGATE AT 19.15 MONDAY 13 OCTOBER 2014

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### Present:

Councillors: Mr S Booth (Chairman), Mr J Greenwood (Vice Chair), Mr I Collinson, Mr M Helm, Mrs H Helme  
Mr M O'Riordan, Mr M Blundell (from 19.50hrs to 21.10hrs)

Others: Mrs K Coleman, Mr G Catterson (Clerk to the Council).

### 79/14 APOLOGIES – None

**80/14 DECLARATIONS OF INTEREST** – Cllrs Booth, Helm and Helme declared an interest in any item regarding the Village Hall.

**RESOLVED: That the minutes (previously circulated) of the Ordinary Parish Council meeting held on the 8 September 2014 be approved and signed by the Chairman as a true and accurate record.**

**81/14 COUNCILLOR RESIGNATION** – The meeting noted that Mrs V Purnell had resigned from the Parish Council. It would be necessary for notices to be placed on the Parish Council notice boards and in Rhubarb News, requesting expressions of interest for a replacement.

**82/14 OPEN FORUM / PUBLIC PARTICIPATION** – there were no members of the public at the meeting.

**83/14 POLICE** – A police report of incidents had been received and the Clerk had emailed to all members.

### 84/14 PLANNING

#### i) Applications to consider

- a) 14/00922/CU change of use of agricultural land for the continued siting of a caravan to be used for residential purposes – Mrs E Boow, Saddle Farm, Kit Brow Lane, Ellel  
**RESOLVED: That the Council indicate their objection to this application on the basis that it was an inappropriate use of agricultural land.**
- b) 14/00993/CU change of use of dwellinghouse (C3) to a childrens care home (C2) – Ms N Wareing, Springfield, Bay Horse Road, Ellel  
**RESOLVED: That the Council indicate they had no objection to this application.**
- c) 14/01025/FUL erection of an agricultural building – Mr Park, Walkers in The Field, Scriffen Lane, Ellel  
**RESOLVED: That the Council indicate they had no objection to this application in principle however it should be adequately screened with trees and in a finish that is sympathetic to its surroundings.**
- d) 14/01037/FUL creation of 1<sup>st</sup> floor external door in existing bale wall and re-roofing of building – Mr D Howell, Unit 18 Galgate Mill, Chapel Lane.  
**RESOLVED: That the Council indicate they had no objection to this application.**
- e) 14/01005/RCN change of use of Lydon House from holiday accommodation to residential use (pursuant to removal of condition 4 which limits occupancy to Manager's accommodation) Mr R Sanderson, Lydon Barn, Potters Brook, Ellel  
**RESOLVED: That the Council indicate they had no objection to this application.**

#### ii) Other

- a) Local Plan Consultation results – these had been circulated for information

### 85/14 FINANCE

(a) To consider and authorise payment of the following accounts

Mr G France – Salary Sept £72.00	K A Coleman – Salary Sept £488.27
BSG £500 – Craft Centre	Eon VH - £386.84 (DD)
PAYE Sept - £35.40	Eon Recreation Rooms - £46.66 (DD)
K A Coleman – Expenses £37.38	

**RESOLVED: That the Council agree payment of all the above accounts.**

(b) To acknowledge receipt of following income:- punch taverns rent £880, Interest £2.23, craft centre rent £300, £750 L County Council (grant for path), £6800 Lancaster University Grant (Footpath), Rhubarb News £12

**RESOLVED: That the Council note payment of all the above accounts.**

(c) Bank statements were checked and any income initialled.

Mr M Blundell joined the meeting

- (d) The Chair checked and agreed PAYE and Petty Cash transactions
- (e) Village Hall Loan – It was proposed to postpone discussion of repayment of the loan until after the Village Hall Trust (VHT) had held their meeting on 28 October 2014. It was suggested that the VHT be encouraged at their meeting to approve the use income from the PV panels to pay back the loan.

An update was given to the meeting regarding progress on the installation of the panels as follows:

- i. The full grant from the LEF had been approved.
- ii. Planning consent had been submitted to Lancaster City Council
- iii. Forty panels would be installed rather than the initially planned sixteen.

A view was expressed that the Village Hall was now financially sound and could afford to make more regular payments to discharge the loan. This money could be used to reduce the Parish Councils Loan from the Public Works Loan Board.

**RESOLVED: That the Council postpone further discussions regarding the Village Hall Loan until their next meeting in November.**

- (f) The Councillors questioned why there was an overspend of £13,372.58 against budget. The Clerk explained that it was simply an accounting issue in '12 Special Projects' where grant money had not been received in the same month as the expenditure. It was noted that the 'Forecast end of year balance' was as expected.

**RESOLVED: That the Council note and agree the Budget Review for October.**

#### **85/14 RISK ASSESSMENT – FROST/ICE/SNOW**

- a) The Risk Assessment was noted and agreed. The salt bins were discussed and it was agreed that Dolphinholme's salt bins needed filling by approximately 1/3<sup>rd</sup>. The Chair agreed to check all the bins and arrange access for Lancaster City Council

**RESOLVED: That the Council approve the risk assessment for frost, ice or snow.**

#### **86/14 LENGTHSMAN** – Future work was identified as follows:

- a) Cut back brambles along the footpath of the new road on the right hand side of Dolphinholme Village Hall
- b) Contact Michael O'Riordan re which bench requires cleaning in Dolphinholme.

**87/14 BOUNDARY REVIEW** – Article to be placed in Rhubarb City News (already sent to Grapevine for inclusion). It was noted that 10% of the parish would need to vote for a change in the proposed new constitution of the Parish Council. Any petition form that was used must include a column for the signatory's postcode. Michael Helm would circulate the email re the Boundary Review and contact Lancaster City Council to ascertain the likelihood of securing a change from the Boundaries Commission.

**88/14 REMEMBRANCE SUNDAY** – It was confirmed that Brian Walmsley would need paying for the wooden crosses that children would place in front of the War Memorial on receipt of the necessary paperwork.

**RESOLVED: That the Council reimburse Brian Walmsley for the wooden crosses.**

#### **89/14 RECREATION FIELDS, GALGATE**

- a) Dog Control Orders – Ian Collinson confirmed he was still in discussions with the Dog Warden.
- b) Galgate Water Meter Readings – all meters had read zero as a result of probably using the unmetered hidden supply source.

**RESOLVED: That the Council levy a standing charge of £10/meter, for the meter and administration costs.**

- c) Community Rooms Booking Policy – to be considered at a later meeting. However the Clerk asked for guidance from Councillors as to what they thought a reasonable hire charge and refundable booking deposit may be. It was agreed at £5/hr for hire and £20 refundable booking fee would be appropriate.

**90/14 STANDING ORDERS** – Standing Orders were reviewed.

**RESOLVED: That the Council approve the Standing Orders for a further year.**

**91/14 DOLPHINHOLME** – The meeting considered a quote for renewal of fence/hedge at the playground. The meeting agreed that the contractor be asked to give the Council sight of his public liability insurance. Michael O'Riordan would pursue the possibility of receiving £500 of grant aid.

**RESOLVED: That the Council approve the quote for the work subject to having sight of insurances.**

**92/14 CRAFT CENTRE** – It was agreed that a letter be sent to Mr Bunting at the Craft Centre notifying him of the increase in rent according to the lease arrangements.

**RESOLVED: That the Council approve the revised rent and back payments for the lease of the Craft Centre Car Park**

The Councillors discussed the legal costs that ensued from a leasee being difficult when trying to resolve issues. They wished to investigate the possibility of adding a clause to the lease that made the leasee liable for Council's legal costs.

**93/14 CORRESPONDANCE –**

- a) National Grid Consultation – it was reported that the preferred route for the 400KV link to the Grid was across Morecambe Bay. New power lines would be required and the options for pylons were the same design as standard pylons but 3 times the height or a new design that was the same height as existing pylons.

*Mr M Blundell left the meeting*

- b) LALC AGM – 8<sup>th</sup> November 2014 at 10.00hrs
- c) LALC Accounts - noted
- d) Freedom of Information Seminar – The Council approved the expenses involved in the Clerk attending if he wished to do so.
- e) Fields in Trust Newsletter – Noted

*The meeting closed at 21.20hrs*

**THE NEXT ORDINARY PARISH COUNCIL MEETING**  
**TO BE HELD ON**  
**MONDAY 10<sup>TH</sup> NOVEMBER 2014 AT 7.15PM**  
**VILLAGE HALL, DOLPHINHOLME**

Signed ..... Chairman      Dated .....