

## MINUTES OF THE ELLEL ANNUAL PARISH COUNCIL MEETING 12.05.14

**Present:** Cllrs: Mr J Greenwood, Mr S Booth (Chairman), Mr M Helm, Mr M O’Riordan, Mrs V Purnell, Mr I Collinson and Mr P Mather and 2 residents.

### 001/14 ELECTION OF CHAIRMAN AND VICE CHAIRMAN

**It was resolved Chair: Cllr Booth and Vice-Chair Cllr Greenwood. Acceptance of Office forms were completed for the Clerk’s retention.**

**002/14 APOLOGIES** – Cllrs Mr M Blundell and Mrs H Helme

**003/14 DECLARATIONS OF INTEREST** – Cllrs Greenwood and Purnell declared an interest in item 6i)a and Cllr O’Riordan declared an interest in item 6i)b.

### 004/14 MINUTES

**It was resolved that the minutes (previously circulated) of the Parish Council meeting (14.04.14) be approved and signed by the Chairman as a true and accurate record.**

**005/14 POLICE** – Police items had been discussed at Annual Parish Meeting.

### 006/14 PLANNING

A. Applications to consider

- a) **14/00439/FUL** Erection 2 agric buildings Mr Rhodes, Barrow Greaves Farm, Barrow Greaves, Ellel
- b) **14/00431/FUL** Erection 2 detached agric buildings Mr D Hough, Wellington Crag Farm, Starbank, Bay Horse
- c) **14/00420/FUL** Demolition of building and erection of replacement agricultural building – Mr Carter, Crag End, Starbank, Ellel
- d) **14/00392/CU** Change of use, conversion of existing redundant barn to b&b with associated landscaping and parking, erection of 1 storey extension – C Holt and P Riggs, Half Way House, Main Road, Galgate.

**It was resolved that the Council had no objections to applications a), c) and d). Application b) above the Council resolved to question the validity of the erection of 2 agricultural buildings.**

B. Other – Nil

- a) Land Allocations – concern was voiced regarding the areas of land highlighted for possible building in the Parish. It was proposed that the Council delay providing comments until the consultation events have been held by Lancaster City Council. (A drop in event is to be held at Ellel Village Hall on Tuesday 10<sup>th</sup> June at 2-7pm).

**It was resolved to approve the above proposal.**

- b) Lancaster Heritage Assets – the Council had been asked to comment on this draft document. It was proposed that the Clerk circulate the document to all Councillors for any comments.

**It was resolved to proceed as above.**

### 007/14 FINANCE

a) To consider and authorise payment of the following accounts

Mr G France – Salary April £72.00	Dolphinholme VH - £24.00 (rental of rooms)
PAYE April - £18.00	Fields in Trust membership - £25.00
K A Coleman – Expenses £21.37	Solicitors Fees £3000
K A Coleman – Salary April £505.67	Bouncy Castle Hire - £30.00
K Moss – Fencing to new playground £680.00	M O’Riordan – Locks for gates (new playground) £57.70

**It was resolved that all the above accounts be paid.**

- (b) To acknowledge receipt of following income:- £278 rhubarb news ads, repayment gas/electric VH £1263.44, Sita Trust £19862.38, Precept £24,000, County Council public footpath scheme £200.

**It was resolved to acknowledge the above income**

- (c) bank statements were checked and any income initialled.

(d) On-line banking

**It was resolved that the application for online banking be completed again as the wrong form had previously been signed (only to be used for checking of statements).**

**008/14 SIGNS FOR BUS SHELTER** – a quote of £4.00 per sign had been received. It was proposed that the quote be approved on the authorisation of the polycarbonate material by Cllr Mather.

**It was resolved to proceed as above.**

**009/14 SITA GRANT** - Cllrs Collinson, Greenwood and O’Riordan had carried out a site visit and it was proposed that the Council:

- a. approve moving the cricket club’s container and erecting of a fence (location to be reviewed with cricket club)
- b. path to the new playground to run alongside the rear of the recreation rooms. Quotes to be obtained.

- c. fencing/screening for the underside of the recreation rooms to be provided.
- d. opening event
  - headteacher from Ellel St John's School to be asked to perform the official opening
  - sweets to be bought for a sweet hunt
  - grass to be cut before the event
  - bonfire to be removed before the event
  - help needed before the event
  - buy drinks/biscuits

**It was resolved to approve the above.**

**010/14 MUGA KICK BOARDS**

**It was resolved to review in the future.**

**011/14 LANCASHIRE COUNTY COUNCIL PERMIT SCHEME**

**It was resolved that no comments would be given on the draft scheme.**

**012/14 FINANCIAL REGULATIONS** – amended financial regulations had been circulated to all members prior to the meeting. It was proposed that the new regulations be adopted by the Council and signed by the Chairman.

**It was resolved to approve the above proposal.**

**013/14 CRAFT CENTRE LEASE**

**It was resolved that the Clerk consult with the Solicitors regarding rights and obligations.**

**014/13 LANCASTER UNIVERSITY TURBINE FUND** – Cllr Mather gave a report on the allocation of funding and confirmed that applications submitted for the photovoltaic tiles, the upgrade of footpath No 1 and the hedging society had all been successful. It was proposed that an article be forwarded for publication in the Lancaster Guardian.

**It was resolved to write an article and Cllr Helm volunteered to draft.**

**015/14 LENGTHSMAN** – it was proposed that the lengthsman be allocated other tasks and that his normal tasks be completed once per month. The other tasks proposed:

- Weed path at dolphinhholme playground
- Rake and inspect bark at Dolphinhholme and Galgate playground
- Sweep bus shelters – once per month
- Sweep Bay Horse subway – once per month (but a deep clean to be carried out in the summer)
- Mow the grass under the subway and around benches
- Litter pick at Galgate Recreation Fields

**It was resolved to proceed as above and for Councillors to propose tasks on a monthly basis.**

**016/14 MEETING DATES/VENUE**

**It was resolved to approve the circulated list.**

**017/14 SUB COMMITTEES/WORKING PARTIES** – it was proposed that the following committees and formats be approved:-

- **Recreation Field Sub-Committee** – Cllrs Purnell, Collinson, Mather (full delegated authority)
- **Recreation Field Working Party** – Cllrs Greenwood, Booth, O’Riordan and Helm (all recommendations to be discussed and approved by full Council)

**It was resolved to approve the above.**

**018/14 OUTSTANDING WORKS**

- a) Electric Meters – ongoing.
- b) Inspection Process – ongoing.

**019/14 FOR INFORMATION**

i) A letter had been received from the MP acknowledging receipt of the potholes needing repair.

**ORDINARY PARISH COUNCIL MEETING**  
**TO BE HELD ON MONDAY 9<sup>TH</sup> JUNE 2014 AT 7.15PM**  
**RECREATION ROOMS, GALGATE**

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