
Ellel Parish Council

Minutes of the annual parish council meeting held at the Dolphinholme Village Hall on Monday 8th May 2017 at 7.15pm.

Present:

Cllr M Blundell, Cllr S Booth, Cllr I Collinson (chairman), Cllr J Greenwood, Cllr H Helme, Cllr M Helm, Cllr M O' Riordan, Cllr D Whitaker (vice- chairman).

Gill Mason - clerk.

One member of the public present.

42/17 Apologies for absence.

None received.

43/17 Election of chairman and vice chairman.

Chairman

Nominated: Cllr I Collinson.

Proposed: Cllr Booth.

Seconded: Cllr O'Riordan.

Vice chairman

Nominated: Cllr D Whitaker.

Proposed: Cllr O'Riordan.

Seconded: Cllr Helme.

44/17 To complete acceptances of office & declarations of interest.

Acceptance of office signed by Cllr Collinson and Cllr Whitaker.

45/17 Declarations of interest.

Cllrs Booth, Helm and Helme declared an interest in any item regarding Ellel Village Hall.

46/17 Approve and sign minutes of the parish council meeting held on Monday 10th April 2017.

It was resolved that the minutes be signed and approved as a true record of the meeting held on Monday 10th April 2017.

Proposed by Cllr Greenwood.

Seconded by Cllr Whitaker.

47/17 Open forum.

Janet Edwards from the Dolphinholme Village Hall Committee attended the meeting to discuss the purchase of the windows and doors for the hall. Cllr Collinson had obtained a quote from a local supplier with detailed costings. Mrs Edwards has also obtained two quotes but not with itemised costings. Mrs Edwards enquired whether it was correct that Cllr Collinson was obtaining quotes from colleagues, in which Cllr Collinson replied that the contractor was not a colleague and was Mrs Edwards questioning his integrity, to which Mrs Edwards said that she was.

Mrs Edwards was asked to obtain detailed quotes for the parish council, so that their financial regulations were followed correctly.

48/17 Finance

Payments.

Gill Mason- clerk's wages £609.05 and expenses £96.14

£705.19

Eon electric bills (D/D)	£182.00/377.64
Insurance (D/D)	£160.50
James Gardener – Stone and soil delivery	£168.00
Josh France – Hedging	£444.00
<u>Neighbourhood plan grant</u>	
Refund to Groundworks UK (underspend)	£517.90
Smith and Love consultancy	£3441.12
John Entwistle	£421.95
(Stamp4u £26.95/Lancaster college repro £235.00/PO stamps £160.00)	
<u>Receipts.</u>	
Recreation room bookings	£65.00
Village Hall water bill	£357.00
Pavilion grant	£9722.00

Audit

The audit has had to be sent to the internal auditor due to time restraints. Part one and two will be signed at the June meeting.

49/17 Village Hall solar panels income update.

The clerk has sent the MCS certificate with the change of name of the village hall. There has been no response from EON as yet.

50/17 Recreational area and recreation rooms.

The door on the recreation room is easily pulled open, as the magnet for the electronic lock is situated at the top of the door. Cllr Collinson will contact the lock installer and request that the magnet is moved lower on the door. A key safe, which would also have a passcode to open the safe, could be mounted on the side of the rec rooms, would also give more security, as well as the electronic key pad.

It was resolved that the parish council purchase a key safe.

Proposed by Cllr Collinson.

Seconded by Cllr O’Riordan.

51/17 Tesco grant working group update.

The area has been cleared ready for the zipwire equipment to be purchased and erected.

52/17 CCTV purchase review.

No update.

53/17 Update on purchase of windows and doors for Dolphinhholme Village Hall.

The parish council have asked Mrs Edwards from the Dolphinhholme Village Hall Committee to obtain detailed quotes for the windows and doors to consider.

54/17 Church land purchase and Byelaw update.

No update received on the church land purchase.

To have a byelaw agreed, the parish council must submit a proposal byelaw which would prevent people staying overnight on the recreation areas. Cllr Helme will collect information for the proposal.

55/17 Clerks report, police report and correspondence.

Cllr Blundell has decided to resign from the council as he is moving out of the parish to Lancaster.

Meeting closed at 8.36pm

Date and time of next ordinary meeting

Monday 12th June 2017 at 7.15 pm - agenda items to be submitted by Monday 5th June at 5pm.

Signed (Chairman) Date