
Ellel Parish Council

Minutes of the annual parish council meeting held on Monday 13th May 2019 at 7.15pm at the Galgate Recreation Rooms.

Present: Cllr Booth, Cllr Corkerry, Cllr Collinson, Cllr Greenwood, Cllr Helme, Cllr Mather, Cllr Whitaker, Cllr Walsh, Cllr N Wilson.

Gill Mason - clerk.

Three members of the public.

The declarations of interest and acceptance of office forms will be circulated by the clerk.

63/19 Apologies for absence.

None.

64/19 Appointment of chairman.

Elected : Cllr Whitaker

Proposed by Cllr Collinson.

Seconded by Cllr Helme.

65/19 Appointment of vice chairman.

Elected : Cllr Mather

Proposed by Cllr Whitaker.

Seconded by Cllr Collinson.

Cllr Whitaker thanked Cllr Collinson for his hard work and completing the chairman position for three years and welcomed Cllr Corkerry.

66/19 Appointment of representatives on sub-committees and outside bodies.

LALC – Cllr Booth.

Ellel Village Hall – Cllr Wilson.

Fairtrade Committee – Cllr Corkerry

Flood action group – Cllr Corkerry.

Proposed by Cllr Collinson.

Seconded by Cllr Helme.

67/19 Appointment of the responsible financial officer.

The clerk was appointed as the RFO.

Proposed by Cllr Walsh.

Seconded by Cllr Collinson.

68/19 To complete acceptances of office.

The clerk will circulate the forms to the chairman and vice-chairman.

69/19 Declaration of interests.

Cllr Helme and Cllr Booth declared an interest in any village hall item as trustees.

Cllr Collinson declared a prejudicial interest in his planning application No 19/00435/FUL. Cllr

Collinson and Cllr Walsh declared an interest in planning application 19/00404/FUL as the applicant is an acquittance.

70/19 Approve and sign the minutes of the parish council meeting held on Monday 8th April 2019.

It was resolved that the minutes of the last meeting be approved and signed by the chairman.

Proposed by Cllr Greenwood.

Seconded by Cllr Wilson.

71/19 Open forum.

The manager of the Galgate football team informed the parish council that they have moved to a West Lancashire league, which means more visiting teams will be playing at the Galgate Recreation Area. The visitors have said how marvellous the site is but the fencing at the top of the main pitch needs replacing.

The fence on the reserve pitch needs extending, which would mean going into the allotment area. A fence also needs to be erected to stop the balls going into the allotments.

The new electric lights on the car park have not got their own meter and are on the football club's electric meter, which will need rectifying.

A resident reported that the standard of the Dolphinhholme village hall windows and doors are not to the expected standard. The contractor needs to come and rectify the installation.

The Japanese Knottweed is growing near the village hall which will need reporting.

72/19 Planning.

19/00414/LB and 19/00413/FUL

Ellel Hall Ellel Hall Gardens Galgate Lancaster Lancashire LA2 0PD.

Listed building application for the installation of a replacement roof, removal of existing roof lantern, installation of new windows, removal of internal walls, formation of new openings, installation of partition walls, removal of timber floor boards, installation of domestic lift, removal of soil drain pipes, existing basement wall section removed, installation of lintel, demolition of single storey front extension, removal of bay window to the south elevation, existing walkway removed, erection of a rear basement extension with creation of terrace above, construction of external steps, removal of existing balcony, erection of single storey side extension, erection of orangery with balcony above, installation of rooflights, alterations and extensions to existing garden walls, installation of replacement double entrance gates and removal of railing to install pedestrian gate.

The parish council supports the application.

19/00404/FUL

Development Land Field 0068 Wagon Road Dolphinhholme Lancashire.

Erection of a 2 storey dwelling with attached garage, associated access and installation of a package treatment plant.

The parish council supports the application.

19/00443/RCN

Forrest Hills Hazelrigg Lane Ellel Lancashire LA2 0PL.

Erection of a resource centre (pursuant to the removal of condition 4, 5 and 7 in relation to a scheme for extraction and ventilation, cycle storage and motorcycle parking and the submission of a travel plan on planning permission 18/00475/VCN).

The parish council has no observations.

Cllr Collinson left the room at 8.09pm

19/00435/FUL

Land Adjacent Bond Gate Farm Abbeystead Road Dolphinhholme Lancaster Lancashire LA2 9AY.

Erection of a dwelling (C3), creation of a new access and associated landscaping.

The parish council supports the application and would like the planning officer to ensure that the Oak Tree is protected and not taken down.

Proposed by Cllr Mather.

Seconded by Cllr Walsh.

Cllr Collinson rejoined the meeting at 8.12pm.

73/19 To consider the £50.00 contribution towards the Dolphinholme flower planting.

It was resolved that £50.00 be contributed to the plant purchase.

Proposed by Cllr Booth.

Seconded by Cllr Collinson.

74/19 Finance

Payments

Gill Mason- clerk's wages £929.06 and expenses £45.26 (HMRC tax and NI £56.81)	£974.32
Employers contribution (months 1 and 2)	£21.77
Insurance – NFU Mutual (D/D)	£153.85
Eon electric bills (D/D)	£549.16 / £193.94
Lancaster City Council trade waste charges	£521.05
Dolphinholme flower planting donation	£50.00
Retrospective planning application for the recreation rooms	£693.00
LALC subscription	£637.05

It was resolved that the above payments be made.

Proposed by Cllr Greenwood.

Seconded by Cllr Mather.

Receipts

Rec area subscriptions and contributions	£315.25
Rec room bookings	£45.00

75/19 Recreational field area and recreation rooms.

Decking repair update

The replacement decking job has not started yet. The contractor has told Cllr Whitaker that he will start next week.

Wi-Fi and CCTV connection

The village hall has not had Wi-Fi connection and so the CCTV cameras have not been recording.

The clerk asked if the village hall could let her know as soon as the connection goes down so she can book the CCTV technicians.

Football railing quotation

Three quotes are required for the purchase of railing and installation. Cllr Collinson will ask two contractors to tender after he has circulated the specification to the parish council.

76/19 Churchyard purchase update.

Three councillors met with the landowner and will negotiate a price for a smaller piece of land to extend the churchyard, when she returns from holiday.

77/19 To consider the request for the purchase of an oven for the village hall.

No update.

78/19 LALC subscription renewal 2020/2021.

The parish council would like to review the LALC subscription and decide at the next meeting if to continue. The clerk was asked to circulate the annual report again.

79/19 Retrospective planning application for the recreation rooms update.

The clerk informed the parish council that it has received a 50% discount on the application fee. The clerk will complete the online form for the certificate of lawfulness and submit the fee.

80/19 Parish council land on Chapel Street review.

It was resolved that the allotment plot has an annual user fee of £70.00.

Cllr Mather will contact a local solicitor to ask how much it would be to draw up a user agreement / contract for the allotment plot.

The clerk was asked to contact the user of the allotment and request the £70 fee.

81/19 Maintenance of the parish council car parks.

The parish council would like the maintenance reviewing under a capital project. The clerk was asked to circulate the accounts and current budgeted projects information.

82/19 To consider the grant applications:

Cllr Wilson declared an interest in this item as a Galgate Treat Committee Member.

It was resolved that the parish council grant £150 to both the Galgate Treat and the Dolphinholme Village Show.

Proposed by Cllr Mather.

Seconded by Cllr Helme.

83/19 Village contractor for 2019/2020.

Cllr Mather will talk to the Nether Wyresdale lengthsman to enquire if he would like to tender for the village maintenance contract.

84/19 Insurance renewal 2019 /2020.

It was resolved that the parish council continue their insurance cover with NFU Mutual.

Proposed by Cllr Booth.

Seconded by Cllr Collinson.

85/19 Internal auditor consideration and to approve and sign part one and two of the audit documentation.

It was resolved that A.Collinson complete the internal audit and the chairman sign parts one and two of the audit form.

Proposed by Cllr Mather.

Seconded by Cllr Helme.

86/19 Reports and correspondence (information only)

Event notice for Guys Farm – noted.

Public rights of way delivery scheme – noted.

87/19 Date and time of next meeting.

Monday 10th June 2019 at 7.15 pm– Galgate Recreation Rooms.

The meeting closed at 9.25pm.

Signed.....Date.....