

MINUTES OF ELLEL ORDINARY PARISH COUNCIL MEETING 08.09.14

Present: Cllrs: Mr J Greenwood, Mr S Booth (Chairman), Mr M Helm, Mr M O’Riordan, Mrs V Purnell, Mr I Collinson, Mr P Mather (arrived after item 6) Mrs H Helme and 2 residents.

60/14 APOLOGIES – Cllr M Blundell

61/14 DECLARATIONS OF INTEREST – Cllrs Booth, Helm and Helme declared an interest in any item regarding the Village Hall. Cllr Greenwood declared an interest in item 6(b) and (c).

62/14 MINUTES

It was resolved that the minutes (previously circulated) of the Ordinary Parish Council meeting (14.07.14) be approved and signed by the Chairman as a true and accurate record.

63/14 OPEN FORUM

i) Planning Application 14/00647/OUT – a resident was in attendance to advise that this planning application had been refused by Lancaster City Council and explained his intention to re-submit the application. The Clerk was asked to write to the City Council to reconfirm the Council’s support for this application.

64/14 POLICE – A police report of incidents had been received and the Clerk had emailed to all members. Cllr Booth explained that he had been contacted regarding an issue of graffiti on Chapel Street.

65/14 PLANNING

A. Applications to consider

a) 14/00841/FUL demolition of existing garage/erection of replacement single storey side extension – Mr and Mrs P Garner, 1 Birch Avenue, Galgate.

b) 14/00784/CU change of use/conversion of existing redundant barn to create 4 self-contained holiday accom (C3) and conversion of existing outbuilding to create external storage area – Mr & Mrs Wilson, Scale House Farm, Conder Green Road, Galgate.

c) 14/00791/FUL erection of a single storey extension to existing agricultural outbuilding – Mr J Garner, Chipping road Barn, Chipping Lane, Bay Horse.

d) LCC/2014/00117 Dolphinholme Primary School, Dolphinholme – perimeter path, wild flower and orchard area and outdoor classroom.

The details for the above applications had been emailed to Cllrs for comment and no comments had been received.

e) 14/00814/FUL erection of 2 detached agricultural buildings with associated access, Mr D Hough, Wellington Crag Farm, Starbank, Bay Horse.

This application was circulated to members and the Clerk was asked to re-iterate the comments made on the earlier submission of this application.

f) 14/00923/FUL and 14/00924/LB Mr M Worthington, Fleece Inn, Abbeystead Lane, Dolphinholme – 2 storey rear extension to form hotel reception, ladies WC, biomass boiler rooms shop, store and bedrooms, landscaping works and garden folly.

It was resolved that the Council indicate their support for this application.

g) 14/00830/FUL 3 storey extension to Faraday Building and extension to external staircase, M Swindlehurst, Lancaster University

h) 14/0105/TCA – fell 1 scots pine tree and removal of conifer hedge – Mr J McGorrigan, 7 Dolphinholme Mill, Wagon Road, Dolphinholme.

i) 14/00952/FUL erection of detached bungalow, Mr J Barnes, Old Builders Yard, Chapel Lane, Galgate.

It was resolved that the Council had no objections to g, h and i above.

B) Other

i) Lancashire County Council – a request to carry out work on FP38 had been received.

It was resolved that this work would not be undertaken by the Council.

66/14 FINANCE

a) To consider and authorise payment of the following accounts

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|---|--|
| Mr G France – Salary July £96.00 (extra jobs £30) | Garstang Timber £70.54 (security barrier fix) |
| Mr G France – Salary August £72.00 | British Legion (2 wreaths) £40.93 (K Coleman) |
| PAYE July/August - £77.00 | Eon Recreation Rooms - £46.66 (DD) |
| K A Coleman – Expenses £58.27 | Print Room (Rhubarb News) £148.50 |
| Eon VH - £386.84 (DD) | Petty Cash £100 |
| K A Coleman – Salary July £488.27 | K A Coleman – Salary August £488.06 |
| M’O Riordan £55.00 football nets Dolphinholme | J France – grass/hedge cutting Dolphinholme £246 |
| G Hayhurst £160 Height Barrier repairs | Karl Moss - £140 – Height Barrier repairs |

It was resolved that all the above accounts be paid.

(b) To acknowledge receipt of following income:- punch taverns contribution to boundary fence £410.57, rhubarb news £30, village hall gas/elec repayment £311.41, university turbine fund £5912.00

It was resolved to acknowledge the above income

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

(d) The Clerk gave an update on the Rhubarb News income and printing costs.

67/14 RECREATION FIELDS, GALGATE

a) Byelaws – a draft copy had been circulated prior to the meeting and it was resolved to approve the byelaws.

It was resolved to confirm the above proposal.

b) Dog Control Orders

It was resolved that Cllr Collinson would speak to the Enforcement Officer at City Council.

c) Recreation Field Users Agreements – Cllrs Purnell/Mather and Collinson gave an update on a recent meeting that had been held with members of the groups/clubs. Cllr Mather explained some of the figures in a presentation he had prepared and recommended that only the running costs be included in the charges made to the users all the exceptional costs to be covered by the Parish Council. This amounted to £2839.53. It has been explained to the user groups that the Parish Council are there to support the clubs and to work with them. The Clubs had advised that they did not have the funds to pay any further charges and it was suggested by the Cllrs that the club's accounts be presented to the Parish Council so that they could have input. The insurance situation was raised and the Clerk was asked to discuss the public liability issue with Zurich. It was proposed that the introduction from Cllr Mather's presentation be published in the Rhubarb News. The Chairman thanked Cllrs Collinson, Purnell and Mather for their input.

It was resolved to approve the above recommendation/proposals

d) Ground Rents for Users

It was resolved that invoices be raised for £70 for the 2013/2014 contribution towards costs.

e) Key System for Recreation Rooms – Cllr Collinson confirmed that the system would be ready for use from end of September and proposed that an item on rental of the rooms be placed in the next edition of the Rhubarb News.

It was resolved to approve the above proposal.

f) Water Meter Readings

It was resolved that Cllrs Greenwood/Collinson would read the meters so that clubs could be charged.

g) Security Barrier – Cllr Greenwood to collect the padlock from Cllr Booth and repair.

68/14 LENGTHSMAN – work sheets had been received and the following work was highlighted:

- strimming near tennis courts/electric meter boxes – Galgate

- strim a path to the bowling green.

It was resolved to approve the above work.

69/14 LANCASTER CITY COUNCIL – inspection reports for the Dolphinholme and Galgate play areas had been received. The Clerk was asked to enquire if repairs had been carried out to the City Glider on the Galgate playground.

It was resolved to note the other comments.

70/14 LANCASTER UNIVERSITY WOODLAND TRAILS – Cllr Helm provided an update and proposed that no further action be taken by the Parish Council.

It was resolved to accept the above proposal.

71/14 RISK ASSESSMENT – it was proposed that the circulated draft Risk Assessment be approved and the Clerk was given authority to review/purchase any required signage.

It was resolved to approve the above proposal.

72/14 ASSET REGISTER – it was proposed that the revised draft be approved and to note that the levels of insurance cover were considered adequate for the Council's assets.

It was resolved to approve the circulated draft.

73/14 POLLING DISTRICT AND POLLING PLACES REVIEW – it was proposed that no comments be given to City Council on the review. Cllr Helm proposed that members approve the publication of an article in the 2 newsletters about a petition to initiate a Governance Review regarding the boundary changes to the Ellel Ward that were impacting on the Parish Council.

It was resolved that the Council proceed as proposed and Cllr Helm to draft articles for the 2 newsletters.

74/14 CRAFT CENTRE LEASE – it was proposed that the fee of £500 + VAT be approved, that a rent review be considered and that solicitors be asked about the formal route of giving notice.

It was resolved to approve the above proposal.

75/14 UNIVERSITY WIND TURBINE GRANT

i) **Photovoltaic Tiles** – it was reported that the funding had been received from the university and proposed that an application for Planning Approval of the scheme be progressed.

It was resolved that the Council approve the above proposal.

ii) **Footpath Enhancements** – it was confirmed that funding had not yet been received for this project and Cllr Helm volunteered to chase. Cllr Helm reported that legal agreements are currently being put in place.

76/14 OUTSTANDING WORKS/ACTIONS UPDATE

b) Electric Meters – ongoing.

c) Inspection Process – ongoing.

77/14 CLERK – it was proposed that Mr Gareth Catterson be appointed as Clerk to the Council and that a Contract of Employment be drafted with a starting salary on scale SCP15 with a review of salary on successful completion of a probationary period of 6 months. The current Clerk was asked to work out a schedule for the handover to the new Clerk and the Council acknowledged that they may be paying 2 salaries for a short time.

It was resolved to proceed as proposed.

78/14 CORRESPONDENCE

i) Letter of thanks for the S137 donation from Galgate Horticultural Show.

It was resolved to note the letter.

ii) Veterans in Communities

It was resolved that no further action was necessary.

ORDINARY PARISH COUNCIL MEETING
TO BE HELD ON
MONDAY 13TH OCTOBER 2014 AT 7.15PM
RECREATION ROOMS, GALGATE

Signed Chairman Dated