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# Ellel Parish Council

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## Minutes of the parish council meeting held at the Dolphinholme Village Hall on Monday 13<sup>th</sup> November 2017 at 7.15pm.

### **Present:**

Cllr S Booth, Cllr I Collinson (chairman), Cllr J Greenwood, Cllr H Helme, Cllr M Helm, Cllr P Mather, Cllr M O' Riordan.

Gill Mason - clerk.

Seven members of the public present.

### **125/17 Apologies for absence.**

Cllr D Whitaker (vice- chairman).

### **126/17 Declarations of interest.**

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

### **127/17 Approve and sign minutes of the parish council meeting held on Monday 9<sup>th</sup> October 2017.**

It was resolved that the minutes be signed and approved as a true record of the meeting by Cllr Collinson.

Proposed by Cllr Greenwood.

Seconded by Cllr Booth

### **128/17 Open forum.**

A member of the public informed the parish council that the skip at Dolphinholme Village Hall which was used for the new windows and doors fitting has not been removed. Also, the orange foam is visible around the windows and some parts of the windows and doors are not filled in.

The agenda and minutes have been placed in the Dolphinholme noticeboard this month but they have not been displayed previously. The clerk was asked to make sure that the notices are displayed every month.

The culverts in Dolphinholme are filled with mud and silt - the parish council was asked to contact Highways to ask for the culverts to be cleared.

Residents reported that the traffic on Salford Road is congested and dangerous. This matter has been reported to Highways previously for review.

### **129/17 Planning applications.**

17/01289/FUL Proposal : Installation of replacement windows and doors For : Mr A Radcliffe Site Address : The Willows, Starbank, Bay Horse, Lancaster, Lancashire.

***The parish council have no observations.***

17/01139/FUL Proposal : Erection of a building over existing silage clamp and slurry store For : Mr William Rhodes Site Address : Barrow Greaves Farm, Barrow Greaves, Ellel, Lancaster.

***The parish council have no observations.***

17/01179/FUL Proposal : Erection of a detached dwelling with associated access For : Lupton Site Address : Development Land Field 0068, Wagon Road, Dolphinholme, Lancashire.

***If the planning officer is minded to approve the application, please can the discharge of surface water and potential flooding risk be observed.***

17/01341/FUL Proposal : Erection of a two storey side extension to form a granny annexe For : Mr & Mrs Armer Site Address : Stonehaven, Bay Horse Lane, Bay Horse, Lancaster, Lancashire  
***The parish council have no observations.***

It was resolved that the parish council submit the above responses.

Proposed by Cllr Booth.

Seconded by Cllr Mather.

### **130/17 Finance**

#### **Payments.**

Gill Mason- clerk's wages £737.70 and expenses £113.01	£850.71
(including the purchase of 2 x remembrance wreaths and NI employers contribution)	
Eon electric bills (D/D)	£241.16/126.86
Insurance (D/D)	£160.50
Lancaster City Council pavilion rates	£112.70
James Gardner zipwire erection	£2588.05
The Play Inspection Company	£354.00
G.Hayhurst (Total £1340.00)	
1)Assist in erecting the new zip wire and fitting of seat	£300.00
2)To make and fit side pedestrian gate to car park	£840.00
3)To make and fit aluminium corner post rec room	£200.00

It was resolved that the above payments be made.

Proposed by Cllr Helme.

Seconded by Cllr Mather.

#### **6.2 Receipts**

Craft Club rec room hire	£70.00
Village Hall electric and loan reimbursement	£887.38
Football club water bill	£840.38
VAT reclaim	£10,406.45
Band rec room hire	£10.00
Band rec room hire	£25.00
Band rec room hire	£10.00
Band rec room hire	£10.00

The clerk was thanked for managing the recreational room bookings.

### **131/17 Neighbourhood plan update.**

No update.

### **132/17 Pavilion rates, water bill and insurance.**

The clerk has submitted an appeal to the VOA for a review of the outstanding rates invoice generated for the football pavilion for April – August in the name of the parish council. No response has yet been received.

The water and insurance has been paid by the football club.

### **133/17 Footpath clearing, Main Road**

The clerk has reported the footpath on the Main road to Highways but it has not been cleared, as yet. The clerk will contact Highways again for an update.

**134/17 Village Hall solar panels income update.**

The clerk has been notified by Eon that OFGEM will not allow any application to be completed without the evidence of the 10% third party public funds being repaid. The clerk has contacted Entrust again to see if they could help with allowing the public funds to be repaid. Entrust have said they may allow the public funds to be repaid if the grant can come from a private funder to replace the 10% third party contribution.

The clerk has to forward all previous correspondence from funders and regulating bodies to Entrust for review before a decision is made.

**135/17 Noticeboard maintenance.**

No update.

**136/17 Clerks hours.**

The clerk is currently hiring, cleaning and changing the key code weekly at the recreation rooms and has requested an extra two hours to accommodate the work.

It was resolved that the clerk's hours are increased by 2 hours per week.

Proposed by Cllr Helm.

Seconded by Cllr Booth.

**137/17 Dolphinholme sign replacement.**

The dolphin on the Dolphinholme village sign has gone missing.

It was resolved that the dolphin be replaced on the sign and the clerk obtain quotes for a wooden dolphin and a laser cut dolphin.

(4:3 in favour of replacing the Dolphin.)

Proposed by Cllr Helme.

Seconded by Cllr Booth.

**138/17 Recreational field area and recreation rooms.**

***Bowling Club gate request.***

Cllr Helm informed the parish council that the Windturbine fund is now open for applications and asked the parish councillors to meet to discuss requirements and costs for the project.

***Heaters for the rec rooms.***

No quotes have been obtained.

***Ongoing repair & maintenance review.***

The outside lights have been installed at the recreation room and are working well according to the users.

The decking has been cleaned but in wet weather can still be slippery to walk on. Cllr Mather said the best option would be decking strips as they would not rot the wood underneath like the astroturf matting would. Cllr Mather will obtain costs for new decking strips for the recreation rooms.

***CCTV camera quote.***

The clerk has received a quote from Bay communication CCTV for cameras on the recreation room roof to cover the zipwire and playpark. The cost for three cameras and a wireless connection would be £920.00 plus vat. The clerk was asked to get a quote for one camera and installation.

**139/17 Zipwire update.**

The zipwire has been erected, inspected and approved by an external inspection company. The clerk was asked to enquire with Tesco / Groundworks whether they have a plaque that can be attached to the zipwire in reference to their funding.

**140/17 Church land purchase and Byelaw update.**

The Reverend has received the letter from the clerk and will take this to the parochial church meeting for decision.

**141/17 Parish councillor vacancy and co-option.**

Three candidates have been interviewed for the position of councillor.

The clerk was asked to find out if the parish council can co-opt two councillors before a decision is made to co-opt. The clerk said that she would check with the parish council standing orders and report back to the parish council.

**142/17 Clerks report, police report and correspondence.**

Steph Hoggarth, enquiry about a village Christmas tree – noted.

Review of the recreation room rates – noted.

Pre – submission notice for new planning development – noted.

**143/17 Date and time of next meeting.**

Monday 11<sup>th</sup> December 2017 at 7.15 pm at Galgate Recreation Rooms - agenda items to be submitted by **Sunday 3<sup>rd</sup> December at 5pm.**

Meeting closed at 8.26pm

Signed ..... (Chairman) Date .....