

## MELLOR PARISH COUNCIL

**Councillors: You are hereby summoned to attend the Annual Parish Council Meeting of Mellor Parish Council to be held in the Methodist Church, Mellor Lane, Mellor on Tuesday 6<sup>th</sup> May 2025 commencing at 6.00 pm for the purpose of transacting the business itemised below: -**

1.	Election of CHAIRMAN for Mellor Parish Council <i>who will then sign their Acceptance of Office of Chairman.</i>
2.	To receive and approve any apologies for absence.
3.	To receive declarations of pecuniary or personal interest.
4.	Adjournment for Public session (max 5 mins per person) max 15 minutes.
5.	To note the Minutes of the previous Annual Parish Council Meeting held on 9 <sup>th</sup> May 2024 duly approved and signed on 5 <sup>th</sup> June 2024.
6.	To resolve the Minutes of the Parish Council Meeting held on 3 <sup>rd</sup> April 2025 <i>circulated to Council.</i>
7.	To approve meeting dates and consider meeting times for the forthcoming year to be held on the 1 <sup>st</sup> Thursday in the month with the exception of August and January at Mellor Methodist Church on: 5 <sup>th</sup> June 2025, 3 <sup>rd</sup> July 2025, 4 <sup>th</sup> September 2025, 2 <sup>nd</sup> October 2025, 6 <sup>th</sup> November 2025, 4 <sup>th</sup> December 2025, 5 <sup>th</sup> February 2026, 5 <sup>th</sup> March 2026, 2 <sup>nd</sup> April 2026 incl. the Annual Parish Meeting.
8.	Update on matters arising since the last Minutes.
9.	To agree the amendment of the Financial Regulations <i>circulated to Council.</i>
10.	To consider any Planning Applications <i>circulated to Council.</i> <b>3/2025/0262 Pack Horse Garage Mellor Brow Mellor BB2 7PL</b> Proposed five new dwellings on site of former Pack Horse Garage.  <b>3/2025/0259 Everything Retreat Pendle View and Pendle View Lodges Primrose Lane Mellor BB2 7EQ</b> Retention of land in association with holiday lodges and wellbeing centre.  <b>3/2025/0174 The Rann Saccary Lane Mellor BB1 9DL</b> Proposed two-storey side extension, single storey rear extension and fenestration alterations to the western and southern elevations. <i>(No comments submitted received after the Agenda was posted. Council was advised by the Clerk in the April meeting and circulated thereafter)</i>  <b>3/2025/0239 Glendene Barker Lane Mellor BB2 7EE</b> Proposed replacement dwelling following demolition of existing house and garage plus extension of the residential curtilage.
11.	To consider the Grant from RVBC of £500 for the VE Day 80 <sup>th</sup> Celebrations <i>notified to Council as an update by the Clerk at the April Meeting.</i>
12.	To consider and resolve the renewal of the Parish Council Insurance in the sum of £5382.96 incl. tax due on 1 <sup>st</sup> June 2025 <i>circulated to Council.</i>
13.	To consider and resolve to accept the renewal of the NALC & LALC Membership for 1 <sup>st</sup> April 2025 to 31 <sup>st</sup> March 2026 in the sum of £446.59 <i>circulated to Council.</i>
14.	Election of Officers a. Vice Chairman (if required, since this is not a legal requirement). b. Playground Officer (also conducting weekly inspections to comply with insurance) c. Ribble Valley LALC Liaison maximum of 2 representatives requested or Clerk. d. Ribble Valley Parish Liaison maximum of 2 representatives e. Mellor & District Community Association Liaison - 2 representatives f. BAE Liaison – 1 representative or Clerk g. Defibrillator Monitor. h. Noticeboard Monitor. i. Footpaths 2020 Initiative Officer minimum of 1 councillor.
15.	Finance Resolve to approve bank balance Lloyds Bank £56,973.43 including the Precept received 7 <sup>th</sup> April 2025 of £28,154

	<p>15.1 To approve payments made by bank transfer.</p> <ul style="list-style-type: none"> <li>a. Easy websites April 36.96 DD</li> <li>b. Clerk salary Standing Order 2<sup>nd</sup> of the Month April M Russell £925.08 in line NALC Local Government Services Pay Agreement</li> <li>c. Handyman Standing Order 2<sup>nd</sup> of the Month April T Sturgess £188.00</li> <li>d. Bank Service Charges £5.25 Community Banking 22<sup>nd</sup> April 2025</li> </ul> <p>15.2 Payments to approve by bank transfer.</p> <ul style="list-style-type: none"> <li>a. £23.98 VE Day Flag from RBLI to reimburse the Clerk M Russell</li> <li>b. Room Hire Mellor Methodist Church 28<sup>th</sup> March 2025 Staffing Committee £13.00</li> <li>c. Room Hire Mellor Methodist Church 3<sup>rd</sup> April 2025 £26.00</li> <li>d. Clear Councils Ecclesiastical Insurance Parish Council Insurance £5382.96</li> <li>e. LALC &amp; NALC Subscription £446.59</li> </ul>
16.	To consider the arrangements for the Beacon Lighting of the VE Day 80 <sup>th</sup> anniversary celebrations to be held on Thursday 8 <sup>th</sup> May 2025 Flag raising at 9.00 am and Beacon Lighting at the Millenium Viewpoint at 9.30pm with the DLL Edwin Booth in attendance.
17.	To consider and resolve to include signage for the Safety Mirror to be placed opposite the entrance to Elswick Gardens, contractor quotations and resident response.
18.	<p>Reports</p> <ul style="list-style-type: none"> <li>4.1 County Council</li> <li>4.2 Borough Council</li> </ul>
19.	MCA request permission to hold an event with alcohol on 10 <sup>th</sup> May 2025 for the VE Day 80 <sup>th</sup> Anniversary Celebrations
20.	Any Matters arising from the minutes not covered on this Agenda <i>FOR INFORMATION ONLY</i>
The next meeting of Mellor Parish Council will be held on Thursday 6 <sup>th</sup> June 2025 at Mellor Methodist Church, Mellor Lane, Mellor at TBC at item 7.	

Dated 30<sup>th</sup> April 2025

Melanie Russell Clerk