

**MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL
HELD AT MELLOR METHODIST CHURCH ON 1st DECEMBER 2016 AT 7.00PM**

Present: Cllr. B. Murtagh (Chairman), Cllrs. Mrs. Dot Crooks , Mrs. Margaret Johnson, Mrs. Pat Young, Messrs. Nick Marsden , Ian Moss, Alan Upton, Noel Walsh

Also in attendance: County Councillor Alan Schofield (for part of the meeting), Rev. Stuart Smith (Mellor Methodist Church, for prayers), 7 residents

Chairman welcomed all to the meeting. Rev. Smith lead prayers to open the meeting, but needed to leave for another meeting.

1. To Receive and Approve Apologies for Absence

1.1 Apologies for absence had been received from Cllr. Mrs. Stella Brunskill

1.2 RESOLVED – the apologies were accepted for approval

2. Public Session

2.1 A resident asked that the Play Area be renamed The Margaret Young Play Area in recognition of all she had done over a number of years for Mellor.

2.2 Several residents again expressed concerns regarding the long term flooding issues in the Parish. They expressed thanks for the temporary walkway which had just been installed by Lancashire County Council Highways team, although concern was noted that it would be easy to slip off it.

2.3 A number of large branches have fallen off a tree on the green triangle at Whitecroft Lane

2.4 Lancashire County Councillor Schofield re-iterated that flooding of land is the responsibility of the landowner, which may vary between householders, Housing Trusts and Mellor Parish Council in the case of the Village Hall.

2.5 Chairman pointed out that the Parish Council are doing investigation work, but do not have responsibility, powers or budget to rectify matters outside the Parish Council's control.

2.6 Chairman then, by agreement closed Public Session and brought forward Item 7

7. To consider alterations to the Lease Agreement with Mellor Community Association following the completion of the six month trial period for Temporary Event Notices

7.1 A discussion took place, one Temporary Event has taken place during the trial period. Neither the Clerk nor members has had any adverse comments. It was pointed out that within the Amended Lease Agreement safeguards for the residents had been built in. It was therefore

RESOLVED- Clerk to send copy to Taylors Solicitors to amend the existing lease. Mr. Hymas was present at the meeting during the resolution, for which he expressed thanks on behalf of Mellor Community Association.

3. Declarations of Pecuniary Interest There were no declarations of pecuniary or personal interest.

4. Minutes of the Previous Meeting

4.1 The minutes of the meeting held on 3rd November 2016 : following a correction to remove Margaret Young's apologies, it was unanimously

RESOLVED that these were approved and signed by the Chairman as a correct record.

5. Matters Arising from Those Minutes There were no Matters Arising

5.1 Members of the public then left the meeting, except the two men who needed to be present for Item 6 of this agenda.

6. To co-opt a member to Mellor Parish Council to fill the Casual Vacancy

6.1 Clerk had been advised by Ribble Valley Borough Council and following due process, two candidates had come forward for the vacant position. Each was asked to separately address the members about their reasons for wishing to join the Parish Council. Each of them was then asked to leave and Clerk would notify them of any resolution.

6.2 A confidential discussion then took place and following a majority vote it was

RESOLVED – that JOHN MICHAEL O'GRADY be invited to join Mellor Parish Council as a co-opted member, Clerk to inform both candidates and to deal with Statutory Regulations .

6. Planning

6.1 There were no Planning Matters for consideration.

7. To consider alterations to the Lease Agreement with Mellor Community Association following the completion of the six month trial period for Temporary Event Notices This matter was dealt with earlier.

8 To consider any action re drainage & blocked culvert St. Marys Gardens

8.1 Cllr. Marsden explained that his own property (Glendale Drive) had suffered from major drainage issues, as the land drains which were installed when the properties were built in 1960's had collapsed. He had therefore carried out remedial actions. It was pointed out that residents need to take some responsibility for their own property, whether they have the financial means to rectify the problem or not.

8.2 Email from Chris Dunderdale (following November Parish Council meeting) was read to members. This did not concur with Chairman or Cllr. Schofield's recollection of the site meeting 28th June and it was therefore **RESOLVED Clerk to email Chris Dunderdale at Lancashire County Council in reply, asking him to confirm understanding of the June meeting when £500 was offered for investigation work with a further £500 to follow, but no specification requested. Cllr. Young will speak to Dixons, asking them to expedite matters. Chairman will supply them with map which pre-dates house building on St. Mary's Gardens**

9. To further consider any submissions to be made regarding Blackburn with Darwen Housing Development

8.1 No update had been received regarding the proposed scheme, although Clerk had informed Council that an Executive Meeting was to be held 8th December and it was then **RESOLVED – Clerk to re-iterate previous comments made regarding traffic, copy to Cllr. Schofield.**

10. To consider Play Area drainage and improvements to the Play Area and a timeframe for this; to consider Margaret Young Memorial for the Play Area

10.1 Dixon's report was awaited on the drainage. A discussion took place regarding how to commemorate Margaret Young, who had been so involved in the village, especially the Play Area. However members felt it would be an unreasonable precedent to re-name the whole Play Area in memory of any one person. Developments were not yet at a stage to make a decision about particular parts of the Play Area and it was **RESOLVED This Item to be deferred for full consideration in future as part of the refurbishment works.**

11. To consider the re-siting of the Notice Board on Carter Fold

11.1 Clerk informed that the notice board had been refurbished, well within budget. She had contacted Freeholders of the shops, who had no objections to the board being fixed to the gable end, provided that leaseholders were in agreement, and that written confirmation was received that Mellor Parish Council would be responsible for any damage caused due to the fixing, now and in the future. Clerk then contacted leaseholders, who disagreed with this plan. The suggestion was put forward that the board be fixed to metal poles by the wall by the shops and it was

RESOLVED – Cllr. Marsden be delegated to investigate costs and method of fixing in this manner.

12. To consider any further complaint to Royal Mail regarding Post Box, Mellor Lane

12.1 Clerk reported that she had again written to Royal Mail, asking for details of their Complaints Procedure but had thus far had no reply. She had copied the letter to Nigel Evans MP, who has written to Head of Public Affairs, Royal Mail & he will be in touch when a reply is to hand.

13. To consider any action further to the Drains Survey by Cllrs. Crooks & Moss

13.1 Cllr. Moss has reported a number of blocked drains to LCC Highways, some of which (Mellor Lane, near Weaver's Fold) seem to be blocked with concrete. He has kept a log, with dates & reference numbers, but no actions yet. County Cllr. Schofield asked for a copy of the log, which he can then take up with Highways.

14. To receive an update regarding pointing and planting at the War Memorial

14.1 Cllr. Moss agreed to check that the resident is still prepared to carry out the re-pointing, without charge.

14.2 Clerk informed members that Griffiths & Griffin are happy to progress with the planting when the spring bulbs are showing, as agreed.

15. To consider whether to adopt a Parish Complaints Procedure

15.1 Clerk had circulated a Draft Policy, with NALC Guidance, however following discussion it was **RESOLVED : to Defer Items 15, 17c and Draft Standing Orders to an Extraordinary Meeting 12 January.**

16. To consider any response to Ribble Valley Borough Council Electoral Warding Arrangements

16.1 Members were informed that Boundary Commission proposals were to incorporate Mellor and Balderstone into one ward with one Borough Councillor. Ribble Valley Borough Council officers have suggested that the ward should also encompass Osbaldeston, retaining two councillors, but that Clayton le Dale and Ramsgreave should merge with Salesbury. Members noted the reasons for this.

16. Accounts

16.1	Balances –	Business Account reconciled	£9,447.95	
		Business Deposit Account	£11,063.47	
		Scholarship Fund	£1,178.41	
16.2	The following payments were requested:			
		Mellor Methodist Church – room hire Aug to Dec inc.	£110.40	1420
		Higher Walton Glass – notice board refurbishment	£42.00	1421
		Will Guilfoyle – fixing benches	£500.00	1422
		SLCC – Subscription 2017	£93.00	1423
		S. Thornley – Tree Play Area NOT PAID, cheque held	£300.00	1424
		Teresa Taylor – November net salary + £88.13 expenses)	£450.13	1425
		Little Green Bus (Donation under Section 137)	£150.00	1426

RESOLVED- All disbursements were approved for payment.

17.3 Clerk's Contract review

Meeting between Chairman, Vice Chairman & Clerk, had not yet been arranged. **It was**

RESOLVED : To include this within Extraordinary Meeting 12th January

17.4 Precept : Clerk circulated actual figures up to 30 September with projected Budget and Precept calculated for 2017.18 year at £22,076. Members discussed the details and agreed that the calculations followed the plan to enhance the village, including the anticipated grant funded play area improvements. Members were also aware that there was a possibility of Precept Capping in future, which was not acceptable. It was therefore **RESOLVED –Precept Order to be signed for £22,076 for the year 2017.18**

Clerk to write to Nigel Evans MP to object to Precept Capping, using NALC template.

18. To consider any donation to Little Green Bus Company

18.1 Members were informed that the last donation to this Community Service was £150, sent in February 2015. A donation for a similar sum could be made under Section 137 matters and it was

RESOLVED that a donation of £150.00 be sent on behalf of Mellor Parish Council.

18. To receive Reports from Borough Council Meetings

18.1 Cllr. Walsh reported that Ward & Parliamentary Boundaries are for consideration, with responses being drafted. He reported that Borough Councillor Joyce Holgate(Ribble Valley Mayor) is convalescing quite well

18.2 Ribble Valley Parish Liaison Meeting had not convened since November Parish Council meeting

17.3 Chairman could not attend Ribble Valley Local Association of Local Councils, 8th November. Cllr. Brunskill had hoped to do so, but another commitment prevented this.

19 Matters brought forward by Members FOR INFORMATION ONLY

19.1 Cllr. Moss had received information from Cllr. Schofield that the planned speed limiting works had been approved by Cabinet 10 November, but no timeframe was available for the actual works.

19.2 Cllr. Marsden requested that Clerk obtain a quote from resident, John Whelan to deliver all parish newsletters, noting that checks will be made to ensure full delivery.

19.3 Members were informed that the Application for a Petrol Station at Windmill Hotel have been withdrawn

20 To report any matters requiring attention to the Tree Warden

20.1 Following the Public Session, where information was received about branches on Whitecroft Lane **RESOLVED – Members to ascertain exact problem, then Clerk to contact Ribble Valley, as appropriate.**

21 To receive Mellor Community Association and Minutes of November Meeting

21.1 Minutes of November meeting had been circulated.

22. The date of the next **Extraordinary** meeting : **Thursday 12th January 2017, at the Methodist Church at 7pm.** **The Chairman closed the Meeting at 9.25pm, thanking all for their participation.**