

**MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL
HELD AT MELLOR METHODIST CHURCH ON 2nd FEBRUARY 2017 AT 7.00PM**

Present: Cllr. B. Murtagh (Chairman), Cllrs. Mesdames. Stella Brunskill, Dot Crooks , Margaret Johnson, Pat Young, Messrs. Nick Marsden , Ian Moss, Michael O'Grady , Alan Upton, Noel Walsh
Also in attendance: County Councillor Alan Schofield (for part of the meeting), Canon C.A. Dorran, Clerk and 1 resident

Chairman welcomed all to the meeting.

Canon Dorran lead the opening of the meeting with prayers.

1. To Receive and Approve Apologies for Absence

1.1 There were no apologies for absence

2. Public Session

2.1 Mr. Hymas (Chairman of Mellor Community Association and Mellor Connections) wished to inform all that an Open Gardens event was being planned for 17th & 18th June, to tie in with Lancashire Best Kept Village Competition. Discussion followed regarding if the exact area should include Branch Road and Mellor Brook. Mellor Connections are looking into a Shop Local scheme. The Variation of the lease received by the Community Association from Parish Council had been discussed and several further amendments were requested. This would be discussed later in the agenda.

3. Minutes of the Previous Meeting

3.1 The minutes of the meeting held on 19th January 2017 : following prior circulation, it was unanimously **RESOLVED that these were approved and signed by the Chairman as a correct record.**

4 Matters Arising from Those Minutes not covered elsewhere on the agenda

4.1 Clerk read out a letter received from Post Office Customer Manager via Nigel Evans, again refusing to re-instate post box. Members felt a further letter should be sent requesting the Nickey Lane post box be re-sited on Mellor Lane / Mellor Brow junction.

4.2 A discussion took place regarding the agreed precept increase of 53%. Cllr. Walsh noted that other parish councils are only requesting increases in small single figure percentages, which may cause upset to Mellor residents. Members had all agreed calculations and it was acknowledged that this was to ensure improvements could be carried out as requested by residents and open consultation was to be arranged..

5. To receive Declarations of Pecuniary or Personal Interest

5.1 There were no Declarations

6. To consider any response to be made to Planning Applications

6.1 Clerk provided details of Planning Applications circulated since last meeting

- 3/2016/1170 22 Mellor Lane
- 3/2016/1195 – Discharge of conditions 72 Mellor Brow
- 3/2016/1194 Kimberley, Barker Lane
- 3/2017/0007 Brushwood, Barker Lane
- 3/2017/0048 East Elswick House tree works

RESOLVED – that Mellor Parish Council had no objections to the above applications. Concern had been expressed regarding the entrance for 72 Mellor Brow, however consultation with plans suggested this is merely a wide entrance for a replacement dwelling.

7. To consider the Amended Lease Agreement with Mellor Community Association

7.1 Mellor Community Association requested that the cancellation clause be removed, as this could cause considerable hardship for the Hall & its viability. They had also requested the removal of the clause instructing that a committee member be on site for the full duration of a hire involving a TENS licence. Members discussed these requests at length. It was pointed out that for both clauses, these matters were not to be used lightly, but were a safeguard for both parties, since a cancellation would only be applied in extreme circumstances and a TENS licence could give rise to disruptive behaviour with issues for local residents. Mellor Parish Council had over some time relaxed conditions of the Lease and the Amended Variation offered was felt to be a further

concession. The Parish Council's clear position had been explained in discussions as part of the six month trial. Mr. Hymas had also mentioned an upcoming event with alcohol sales. It was therefore

RESOLVED unanimously that the Variation of Amended Lease, as put to Mellor Community Association remain as an offer : Clerk to inform Mr. Hymas that no alterations were to be offered & clarification that a TENS Licence had been applied for by Friends of St. Mary's

8 To consider any action re. Drainage & blocked culvert Glendale Drive area and to consider Drainage Report from Philip Dixon Drainage

8.1 Philip Dixon's quote for remedial works had been circulated, however consideration needed to be given to powers & responsibilities of the Parish Council, compared to house owners riparian land rules. Members were reminded that Lancashire County Council officer Chris Dunderdale needs evidence that the ditch has been cleared before submission of invoice for initial £500. Discussion took place regarding whether this could be carried out by volunteers, filling a skip for removal of waste, or whether a professional is needed. The position of insurance cover for volunteers was brought up.

ACTION – Chairman to make local contacts and update Councillors and Clerk on any progress.

9. To further consider any action re. Drainage & improvements to the Play Area and a timeframe for this: to consider any applications for grant funding for the works

9.1 Philip Dixon's quote for drainage work had been circulated, which was considered to be value for money. Members had previously considered Sovereign Play drawings and quote for equipment. Clerk informed that an Expression of Interest to Lancashire Environment Fund (ceiling of £30,00) needed to be submitted by 10th February, following which full application would need submission, with public consultation and further funding to be sought. Cllr. Brunskill had a BAe Liaison meeting 7th February and would discuss the approach to be made to them. It was therefore

RESOLVED – Clerk to submit Expression of Interest Form to Lancashire Environment Fund for £30,000

10. To consider Amendments to Standing Orders and Code of Conduct

10.1 Both of these documents had been circulated and there were no further queries. It was therefore **RESOLVED that updated Standing Orders and Code of Conduct be adopted.**

11 To consider the resiting of the Parish Notice Board to Carter Fold

11.1 Further to December 11.1, it was

RESOLVED that Vice Chairman be delegated to deal with this matter

12. To consider response regarding the cost of Newsletter Delivery

12.1 Clerk reported the quote supplied by Mr. Whelan to deliver to the village core only.

RESOLVED to accept quote from Mr. Whelan, Clerk to clarify exact properties, then circulate list for members to consider responsibility for delivery to other residents.

13 To consider any response to Lancashire County Council proposed budget changes

13.1 These had been circulated and following elaboration by Cllr. Schofield, these were noted.

14 To consider any entry to Lancashire Best Kept Village Competition

14.1 Members discussed the competition, particularly areas to include and entries for Merit Classes. It was **RESOLVED Clerk to submit an entry in the competition, liaise with Cllr. Brunskill for specifics**

15. Accounts

15.1 **Balances –** Scholarship Fund £1,185.49 inc. £7.08 interest,
Current Account £8,156.67, Bank Instant Account £11,064.84

15.2 **The following payments were requested:**

Mellor Methodist Church, graveyard assistance	£300.00	1434
Lancashire Best Kept Village Competition	£25.00	1435
Teresa Taylor January net salary	£358.80	1436

RESOLVED- All disbursements were approved for payment.

15.3 To consider Clerk's Contract (due for review in June) **This matter to be considered as a Confidential Matter, for exclusion of Press & Public**

Vice Chairman reported, with Clerk's agreement, that discussions on details were progressing

well, needing to include consideration for training & use of facilities shared between Mellor and Bolton by Bowland, Gisburn Forest & Sawley Parish Council (Mrs. Taylor is Clerk & RFO to this Parish Council) to provide equity for both Parish Councils, and to ensure compliance within legal framework.

16. To receive reports from meetings

16.1 RVBC Report by Borough Councillors

Borough Councillors reported on recent meetings ; there will be a Chairman's & Clerk's reception hosted by Mayor Cllr. Joyce Holgate. A National Beacon Event is planned to commemorate the Centenary of the end of Great War, but registration with the Pageant Master is essential. "Heroes are Wanted" for a clean up of each area. There will be massive changes in NHS provision, which (due to population density) will have the largest impact on rural areas, and there seems to be a particular problem with attracting doctors to work in the North West. Safeguarding Children has become an increasing issue and all are asked to be observant of any strange behaviour in children which suggests lack of care and to report this. There is a new Police Community Officer, Caroline Pemberton, who can be contacted on 01200 458766

RESOLVED –Clerk to invite PCSO to March meeting.

16.2 RVBC Parish Liaison Meeting held 26th January

Cllr. Walsh had attended as Ribble Valley Borough Councillor, when an excellent presentation had been given by Dog Wardens, an educational event is being offered. Phone box closures are being opposed, especially in rural areas. Transparency regulations were discussed. Since Fouling by dogs is a serious issue in the Parish, it was

RESOLVED Clerk to liaise with Mr. Hymas & Ribble Valley Dog Wardens to hopefully host a Dog Owners Educational event.

16.3 BAe Samlesbury Community Liaison Meeting minutes from November meeting had been circulated, Cllr. Brunskill will raise specifics for the Play Area at the next meeting.

16.4 Ribble Valley LALC Liaison Committee there was no delegate to represent Parish Council

17. Matters brought forward by Members (For Information Only)

17.1 Members were appreciative that Cllr. Crooks has been carrying out regular Play Area inspections and documenting these. She was thanked for temporarily taking over this role following Cllr. M. Young's illness and agreed to continue. Cllr. Johnson kindly offered to assist with this task.

18. To report any matters requiring attention to the Tree Warden

18.1 Clerk had reported tree stump outside the library to Lancashire County Council and will chase action up on this & the dead tree to be removed from the Play Area

19. To receive Mellor Community Association Minutes since November

19.1 December Minutes had been circulated, no minutes were available from January meeting

20 Date of next meeting

20.1 Members were reminded that the Parish Council Meeting will be preceded by the Annual Parish Meeting. The Annual Parish Meeting will be on **Thursday 2nd March 2017, starting at 6.30pm**. The Parish Council will follow the Annual Parish Meeting, at 7.00pm

The Chairman closed the Meeting at 9.32pm, thanking all for their participation.