

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

Present: Cllr. Nick Marsden (Chairman for the meeting), Cllrs. Mesdames. Stella Brunskill, Dot Crooks, Margaret Johnson, Messrs. Ian Moss, Michael O'Grady, Noel Walsh

Also in attendance: County Councillor Alan Schofield (for part of the meeting), and Clerk

Chairman welcomed all to the meeting, which had followed the Annual Parish meeting.

1. To Receive and Approve Apologies for Absence

1.1 Apologies had been received from Cllrs. B. Murtagh, A. Upton, and Mrs. Pat Young. It was **RESOLVED that these apologies be approved.**

2. Public Session

2.1 No public were present for the Parish Council meeting

3. Minutes of the Previous Meeting

3.1 The minutes of the meeting held on 2nd February 2017: following prior circulation, it was unanimously **RESOLVED that these were approved and signed by the Vice Chairman (in Chairman's absence) as a correct record.**

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

4.1 There were no matters which were not covered elsewhere in this agenda.

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

- 3/2017/0113 – Mellor Village Hall, alterations to previously approved application
- 3/2017/0126 - 87 Mellor Lane – remove conservatory, then rear extensions to be added
- 3/2017/0125 – Brushwood, Barker Lane – amendments to windows
- 3/2017/0150 – land adjacent to Throstle Nest – changes to existing, new stable & ménage
- Clerk informed members of Blackburn with Darwen Council application for new housing to the rear of 110 Whinney Lane (neighbouring authority)

RESOLVED – that Mellor Parish Council had no objections to the above applications.

8 To further consider any action re. A Working Party for drainage & blocked culvert Glendale Drive area and report and invoice this to Lancashire County Council by 31st March 2017

8.1 This item was, by resolution, brought forward in order that County Councillor Schofield could be updated, prior to leaving for other commitments. There had been no update on volunteer efforts, and a skip had been costed at £270. Vice Chairman & Clerk had met with Chris Dunderdale (County Council Engineering Dept.) that morning, on site adjacent to footpath between Carter Fold & Glendale Drive. It was accepted by all that this partially piped culvert is not registered to any owner, however it needs to be cleared in order to investigate the pipe. Mr. Dunderdale accepts that this is beyond Parish Council powers and resources and proposed that County Council carry out clearance of at least upper section of culvert, which would use at least most of previous funding offered. The work will need to be done by hand tool digging, as machinery would mean closure of the Public Footpath, in itself requiring three month's notice. Following discussion it was

RESOLVED – Clerk to email Mr. Dunderdale to confirm discussions & request work be done by County Council.

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

7.1 Clerk informed Councillors that she had been informed by Mr. Hymas (by email) that Mellor Community Association Committee have agreed to the amended lease. On review, it was noted that details of all Community Association Trustees need to be completed, and that an **independent witness** must counter sign the Lease. **RESOLVED that the witness be selected, and Cllr. Murtagh to sign as Parish Council Chairman., however it may not be possible to action this immediately. Clerk to inform Mr. Hymas.**

9. To consider arrangements for the WW1 Beacon – Parish contact to be registered

9.1 Council discussed this item and agreed Cllr. Upton had knowledge of previous arrangements.

RESOLVED – Clerk to ask Cllr. Upton to be contact for this event & to then submit form to Pageant Master

10. To consider the appointment of a Working Party for applications for grant funding for Play Area drainage and improvements, with a timeframe for this and to consider an open meeting for residents

10.1 Following the successful Expression of Interest application to Lancashire Environmental Fund and the minutes circulated from BAe Community meeting, Clerk updated members that a full application to LEF Fund was the next stage, however the deadline is 7th April and public consultation must be part of application. Board decision is 4th July. Cllrs. Brunskill & Crook had met with Clerk to discuss approach to BAe and Wincanton for possible assistance with design and match funding. David Coates (BAe Community Manager) and Gareth Wigley (Wincanton) had offered dates to meet to discuss further ; It was felt important to involve School and Friends of St. Mary's in the Working Party as well as all interested councillors and therefore it was

RESOLVED Cllr. Brunskill & Clerk to meet with BAe & Wincanton 16th March 5.00pm, then arrange a meeting with all interested as a Working Party to draft full application. Clerk to write newsletter as soon as possible, with a separate flyer to be inserted by Councillors for all to reply, boxes for replies at Millstone, Littler's Butchers, School, Library, Village Hall at least. Clerk to seek permission for these boxes.

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

11.1 Vice Chairman updated members that holes had been dug, and once poles / posts had been sourced the work would be completed.

12. To consider Newsletter Delivery to outlying properties

12.1 Clerk had just received details from Mr. Whelan and would circulate list of properties for Councillors to volunteer for deliveries

13. Accounts

13.1 **Balances** – Scholarship Fund £1,185.49 inc. £7.08 interest,
Current Account £3,707.67, Bank Instant Account £11,065.31

13.2 **The following payments were requested:**

Teresa Taylor February net salary	£361.80	1437
EON War Memorial lights	£56.65	1438
Lancs Ass. Of Local Councils subscription	£303.32	1439

RESOLVED- All disbursements were approved for payment.

13.3 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, and minor details to be finalised in order that a contract for "A Parish Clerk" was agreed, rather than a specific person. Hours of work were to be agreed within the contract, pre signing. Vice Chairman pointed out that work on the Play Area would take a considerable amount of additional time and it was **RESOLVED – Clerk to note her time spent on Play Area matters, for a future discussion regarding additional payment.**

14. To receive reports from meetings

14.1 RVBC Report by Borough Councillors

Borough Councillors reported on recent meetings ; Mayor Cllr. Joyce Holgate has made a good recovery following her accident. Council tax invoices for the coming year will be with residents soon and it was noted that the increase in Parish Precept for Ribble Valley averaged 5.3%, however for Mellor this will be 53%. Council discussed this, but felt it was calculated based on needs, and a positive article should be prominent in the newsletter, linked to the hoped for improvements to the Play Area. Dog Fouling workshop was discussed, however it was agreed that such an event would be only attended by the responsible owners, rather than others. It was noted that some of the signs about dog fouling previously put up had already disappeared.

14.2 To approve inclusion of any reports in Newsletter 122

Following good attendance at the Annual Parish meeting, with a number of reports submitted, it was **RESOLVED Clerk to write newsletter as soon as feasible, to include all local group reports, with flyer regarding Play Area and email the draft to Council for approval.**

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

15.1 Members were informed that Clerk has again written to Royal Mail, copied to Nigel Evans, asking for post box to be relocated from Nickey Lane to centre of the village, but had no reply as yet.

15.2 Cllr. Moss has reported 4 blocked drains and 6 potholes to Lancashire County Council, and explained to them that some drains are blocked with cement. Cllr. Schofield has agreed to chase this matter up.

15.3 Members again expressed concern about the speed of traffic through the village, especially from Whinney Lane, down Mellor Lane and on to Mellor Brow.

15.4 A development in the village was to be monitored for signs of additional ribbon development.

15.5 Concern was again expressed about the litter and the bins outside the shops on Carter Fold. Clerk had reported this to Ribble Valley Borough Council and will do so again, with photographs.

15.6 A request was made for an old type of street lamp for Long Row, also that a notice board in that area may be of benefit.

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

16.1 Cllr. Johnson had no matters to report, except that she and Cllr. Crooks have planted bluebells to the rear banked area of the War Memorial.

19. To receive Mellor Community Association Minutes since December

19.1 In response to her query, Clerk had been informed that the Minutes are now available through the Village Hall website.

20 Date of next meeting

20.1 Members were reminded that the next Parish Council Meeting will be on **Thursday 6th April 2017, starting at 7.00pm.**

The Chairman closed the Meeting at 8.50pm, thanking all for their participation.