

**MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL
HELD AT MELLOR METHODIST CHURCH ON THURSDAY 5th APRIL 2018 AT 7.30 PM**

Present: Cllrs. Bernard Murtagh (Chairman), Cllrs. Mesdames. Stella Brunskill, Dot Crooks, Margaret Johnson, Messrs. Ian Moss, Michael O'Grady & Noel Walsh

Also in attendance: Rev. Smith, the Parish Clerk. LCC Cllr. Schofield was present for part of the meeting

Chairman took the Chair & welcomed all to the meeting

Rev. Smith lead all in prayers, remembering especially Canon Dorran who had recently died. Rev. Smith then left, due to other commitments.

1. **To receive and approve apologies for absence** Apologies had been received from Cllrs. Marsden, Upton & Young and it was

1.1 **RESOLVED** that these apologies be accepted and approved.

2. **Adjournment for Public Session (Max 5 minutes per person)** **Public**

2.1 There were no members of the public present

3. **To resolve to confirm the Minutes of the Meeting held on 1st March 2018 (circulated)**

3.1 The Minutes of the meeting held on 1st March 2018 had been circulated and it was then **RESOLVED** that the minutes be approved and signed

4. **Any Matters arising from the minutes not covered on this Agenda FOR INFORMATION ONLY**

4.1 There were no matters arising

5. **To receive declarations of pecuniary or personal interest**

5.1 There were no Declarations made.

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

- None notified at agenda date.

- *Note to members that Clerk had contacted Planning Dept. regarding Brundhurst Farm, & will update.*

- *RVBC Planning has been informed of a possible breach of Planning in Victoria Terrace area*

6.1 Members noted that there were no additional Planning Applications, following the date when agenda had been posted. To date no update was available re. Brundhurst Farm.

6.2 Members were made aware of possible tree removal in addition to the planning approval at Victoria Terrace, which Clerk was asked to follow up.

7. **To consider and approve any actions for Mellor Community Association : Retaining wall to Tennis Courts : to consider possible future joint meetings with Mellor Community Association**

7.1 Since Cllr. Marsden had sent apologies, this matter was left in abeyance

8. **To consider and approve any further update for Play Area drainage & improvements to receive & approve the regular Play Area Inspection; to consider future Annual Inspection cost**

8.1 Clerk updated members that heavy rain in the week prior yet again meant delay to work. She is keeping contractors & funders updated. Chairman signed inspection notebook.

9. **To consider the changes due to the General Data Protection Regulations effective 25th May 2018 and any report from the Working Party - privacy notices circulated with Agenda**

9.1 Working Party had met prior to the Parish Council meeting & various suggested documents had been circulated between members. Following discussion regarding how to implement any considered policies, Clerk agreed to meet with Ribble Valley officers, and to seek guidance from LALC / SLCC, especially as an outside contractor has access to Parish website

10. **To consider and approve any further actions necessary whilst Mellor Surgery remains closed**

10.1 Clerk updated members that she had been informed by Dr Randall that a five year lease had been signed and therefore a suggestion of possible closure was completely incorrect. Short term temporary surgery facilities would be complex, but Clerk is continuing to liaise with LCC & GP practice to resolve as soon as possible.

11. **To consider the appointment and any delegated powers for a War Memorial Remembrance Day Working Party**

11.1 Members discussed how to take this initiative forward and agreed to invite all groups to participate, with an article in the next Newsletter. All names of those lost were to be enquired about. It was then **RESOLVED** that a Working Party of Cllrs. Murtagh, Brunskill, Johnson, Revs. Jefferson & Smith & Clerk to arrange to meet to discuss preliminary arrangements. No powers were delegated to Working Party.

12. To consider and approve any actions regarding refuse bins causing obstruction

12.1 Clerk had contacted Ribble Valley Borough Council & PCSO without positive response. It was therefore agreed that no further action be taken at this point.

13. To consider and approve any response to the consultation on NOW card changes

13.1 Members had been made aware of this consultation, which was noted.

14. To receive any further information regarding the Utility Priority Service Register

14.1 Clerk apologised, she had not had time to research this further

15. To consider and approve any actions regarding the problem of Dog Fouling in the Parish

15.1 Cllr. Marsden had circulated a draft article for the Newsletter, which, following a slight amendment, was approved for publication. He had also suggested an Interactive Map for the Parish, which Cllr. O'Grady had agreed to implement. Members were informed that Ribble Valley now allows disposal of dog poo bags in red bins. Clerk will chase up an additional supply of bags from Dog Wardens, as they are being used.

16. Financial Matters and Accounts

a. Balances

Clerk reported Balances as

Current Account	£14,477.73
Instant Access	£11,071.31
Scholarship	£1,191.08

b. To approve : Invoices for payment

Lancs. Ass. Of Local Councils subs,	£292.48	Cheque No 001493
Ribble Valley Borough Council maintenance	£1,678.14	Cheque No 001494
Parish Clerk March salary	£374.00	Cheque No 001495
PAYE to 05.04.18	£2.60	Cheque No 001496

RESOLVED that the above invoices be approved for payment

c. To receive and approve a quote for maintenance work around Mellor War Memorial

This matter had been approved verbally at March meeting. Members were informed that a Landscape Contractor was now resident in the village, had been involved in the recent planting at the War Memorial and would maintain this at a cost of up to £30 per fortnight, dependent on amount of time needed. This would be between approximately early April to end of November, weather dependent. This was approved and it was **RESOLVED Clerk to write to contractor in confirmation, copy to members.**

17. To receive reports from meetings

a. RVBC Report by Borough - Councillors Brunskill & Walsh Members had no relevant matters to report

b. RV Parish Council Liaison Meeting held 22nd March - Councillor Murtagh Cllr. Murtagh had not attended the meeting, due to major road traffic incident

c. BAe Liaison Meeting (Cllr. Brunskill)

Cllr. Brunskill updated members on the recent meeting, which had majored on highways matters within the Enterprise Zone & its surrounds. LCC Cllr. Schofield had been present and had chased up various matters regarding Branch Road & Spine Road.

18. Matters brought forward by members FOR INFORMATION ONLY

18.1 Cllr. Walsh requested that Clerk report the blocked drain on Mellor Lane outside Elswick Lodge. LCC Cllr. Schofield reminded all that individuals may report Highways matters.

18.2 Chairman informed all of verges being damaged due to vehicles parking /accessing without attention to the road kerbs & requested that a reminder be put in the Parish Newsletter.

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

19.1 Tree Warden had no matters brought to her attention

20. To note Mellor Community Association Minutes (now on Mellor Village Hall website).

20.1 Members noted that Minutes are on the Village Hall website

21. To receive and approve any amended arrangements for Parish Clerk's change of address

21.1 Clerk updated members that she has now moved house. New details are on Parish website & she is updating contacts. A mail redirection has been put in place for a 12 month period.

22. Date of next meeting - scheduled for Thursday 3rd May 2018

Chairman thanked all for their attendance & closed the meeting at 8.37pm