

**MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL  
HELD AT MELLOR METHODIST CHURCH ON THURSDAY 5<sup>th</sup> JULY 2018 AT 7.00 PM**

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**Present:** Cllrs. Bernard Murtagh (Chairman), Cllrs. Mesdames. Stella Brunskill, Dot Crooks, Margaret Johnson, Pat Young, Messrs. Nick Marsden, Ian Moss  
Also in attendance Rev. Smith and 6 members of the public, Parish Clerk

**Chairman** welcomed all to the meeting and Rev. Smith lead the meeting with prayers, then left.

**1. To receive and approve apologies for absence**

1.1 Apologies were received from Cllrs. O'Grady, Upton & Walsh, also from LCC Cllr. Schofield and it was **RESOLVED** that these apologies be accepted and approved.

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

2.1 A resident (a former member of Parish Council) addressed the meeting regarding the plaque at Mellor Viewpoint, showing photos of the deterioration. He had been unable to contact the original supplier, but requested consideration for a replacement plaque in stainless steel. He offered to liaise with Clerk, as he had original graphics & wording. Clerk was asked to research this, for an agenda item in September.

2.2 A resident explained that he walks up Mellor Lane each morning, but, following the installation of speed bumps, a hazard is now present due to wagons avoiding the bumps, therefore large wing mirrors may cause a serious accident to pedestrians who cannot move away due to hedges overhanging pavement on certain stretches of Mellor Lane. Clerk was asked to contact LCC Highways & farmer, copy to Cllr. Schofield.

2.4 Grass cutting in St. Mary's Gardens area - several residents expressed concerns that some grass had not been cut & now dog fouling has occurred, also some broken glass. It was explained that this is an issue ensuring the legal ownership of the land, between Ribble Valley Borough Council, Ribble Valley Homes and Onward (Housing Association), but in some cases the land may be privately owned. Some grass has been cut by Onward as a one off goodwill gesture, however members considered this to be a serious matter under Health & Safety - Clerk was asked to again follow up, copy to Cllr. Brunskill to follow up by phone.

Chairman, with members agreement then brought forward Item 9 of agenda, opening this item to members.

**9 To consider and approve any actions regarding Grass Cutting throughout Mellor, following discussions between Ribble Valley Borough Council & Onward Ltd (formerly RV Homes) and to consider and approve whether any request for refund be made to RVBC**

9.1 Members reiterated the concerns already expressed and it was **RESOLVED** that Clerk again contact Mr. Boyer (RVBC) & Mr. Barley (Onward) to try to expedite matters on Health & Safety grounds

The Parish Council meeting was then closed and Public Session re-opened.

2.5 Two younger residents suggested that Parish Council consider social media as a means of communicating with the public, particularly the younger residents who may not read the Parish Newsletter. Differing views on the feasibility of this were expressed and members asked that this be an item for September agenda. All of the residents thanked Parish Council and left the meeting.

**3. To resolve to confirm the Minutes of the Meeting held on 7<sup>th</sup> June 2018 (circulated)**

3.1 The Minutes of the Parish Council Meeting held on 7<sup>th</sup> June 2018 had been circulated and it was **RESOLVED** that those Minutes be accepted for approval and these were duly signed.

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

4.1 There were no Matters Arising which were not on the Agenda

**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**

- 3/2018/543 - Wards Fold Farm, Abbott Brow - demolish & replace annexe (circulated)
- Members were also asked for comments on 3/2018/0561 - tree work at Woodfold Park

6.1 There were no objections to either of the above applications

**7. To consider and approve any actions for Mellor Community Association : to consider possible future joint meetings with Mellor Community Association ; to note that MCA Minutes are on their website**

7.1 Cllr. Marsden reported that, due to holiday & other commitments it had not been possible to arrange a meeting with MCA Chairman, but he hoped to do so within the following week.

**8. To consider and approve any further update for Play Area drainage & improvements: to receive & approve the regular Play Area Inspection; Clerk will update regarding grant(s); to consider and approve the addition of an annual budgetary sum for drainage maintenance**

8.1 Clerk updated members that drainage work was complete, invoice received was as per the quotation. Detailed drawings will be supplied by Dixons, however, due to workload following the good weather, these are delayed but will be sent as soon as possible. She had been in contact with Lancashire Environmental Fund who had agreed a further extension to the project until November. An interim claim to LEF was to be submitted and a VAT reclaim made.

8.2 Cllr. Crooks had inspected the Play Area, log was signed by Chairman. Cllr. Crooks noted that Play Inspection report 2017 had suggested repairs to wooden supports to walkway. This had deteriorated further and members agreed that since Playquest will be installing new equipment, inspecting existing and carrying out minor repairs that this item be left until September when their advice be sought.

8.3 Dixons will provide costed recommendations for drainage maintenance as soon as this is feasible in their workload.

**9. To consider and approve any actions regarding Grass Cutting throughout Mellor, following discussions between Ribble Valley Borough Council & Onward Ltd (formerly RV Homes) and to consider and approve whether any request for refund be made to RVBC**

9.1 This item had been dealt with earlier, when residents were present.

9.2 No discussion took place regarding a request for any possible refund.

**10. To consider and approve any further actions for Remembrance Day: to consider and approve publication of Newsletter 115 Special Edition**

10.1 Members were informed that others had shown interest in becoming involved, including a Methodist Minister who is a direct descendant of a Soldier who died in WW1. Members were also made aware that a number of names of service personnel from WW1 buried in both churchyards are not named on the War Memorial. Newsletter 115 was intended to attract further interest, had been circulated to members & it was **RESOLVED that Newsletter 115 be approved for publication.**

**11. To consider and approve any actions regarding the War Memorial pointing**

11.1 Cllr. Marsden had met with the contractor & discussed the less than satisfactory work. Contractor agreed and he will redo the previous work, which he has planned for the following week.

11.2 Members considered how to avoid such an issue and agreed that future contracts include that a percentage of work will be destroyed in order to fully inspect with tender price to allow for this additional cost

**12. To consider and approve the process for Clerk's Annual Appraisal, including salary structure**

13.1 In Cllr. O'Grady's absence, Clerk reported that they had spoken & will arrange to meet as soon as both are available.

**13. To consider and approve any actions regarding fixing of additional Bench Plaques**

13.1 Chairman agreed, following previous resolution, that he will order 7 new plaques in order to have spares. These will take approximately 2 weeks to be ready, following which he will fix them in place.

**14. To consider and approve any actions to be taken regarding the gully at Glendale Drive; to consider a budgetary sum for skip hire & contractor for such work**

14.1 Members discussed the work which was regarded to be necessary. It was considered that a medium sized skip for one day only (in order to avoid lighting costs) would be sufficient, with a labour charge for 2 men for a day to cut back & fully clear all excess vegetation. This was agreed to be done when foliage had died back. Chairman will obtain prices for skip & contractors and Vice Chairman will liaise with residents for siting the skip whilst avoiding the Public Footpath.

**15. Financial Matters and Accounts To approve : Bank balances**

Bank Balances were reported as

Current Account: £21,131.69

Investment Acc. £11,072.68

Scholarship Fund £1,191.08

**RESOLVED that the bank balances be approved**

**a. To approve ; Invoices for payment**

15.2 The following invoices were submitted for approval:

War Memorials Trust (Donation & membership)	£30.00	Cheque 001509
Mellor Methodist Churchyard maintenance	£300.00	Cheque 001510
Parish Clerk net salary & expenses	£ 536.31	Cheque 001511
Philip Dixon Contractors (Play Area)	£9732.00	Cheque 001512

Mellor St. Mary's Primary (Poppies) Sect. 137)	£100.00	Cheque 001513
SP Moses re WM Maintenance (£60 / mth agreed)	£90.00	Cheque 001514
Scholarship Fund recipient	£60.00	Cheque 001515

**RESOLVED all the above payments were approved**

**b. To consider and approve Electricity Supply contract (from 10.10.18)**

15.3 Clerk updated members with options, which were limited due to the non-residential and non-business status of the supply. Having considered the prices, it was

**RESOLVED Clerk to agree a 3 year fixed price on best possible price with EON**

**c. To consider and approve any support for Mellor Methodist Churchyard**

15.4 Members had considered and approved this item under 15.2

**d. To consider & approve any support to War Memorials Trust**

15.5 Members had approved a payment to War Memorials Trust under Item 15.2, however concern was expressed that this be regarded as membership, as well as a donation. Clerk was asked to send a letter with the cheque clarifying Parish Council position.

**16. To receive reports from meetings**

**a. RVBC Report by Borough - Councillor Brunskill**

16.1 Cllr. Brunskill reported that 3 Borough Councillors had resigned from Conservative Party and were now styled as Democratic Conservatives, the clarification for the status of this was being considered.

16.2 Cllr. Brunskill informed members that Ribble Valley Borough Council must make increased housing allocation; that there are grants for Parish Councils to purchase land and thereby determine the infrastructure, layout and number of housing units on that site. Cllr. Brunskill will investigate this further and update members.

16.3 Due to Ribble Valley Mayor's recent hip operation, Cllr. Brunskill (as Deputy Mayor) has carried out numerous additional duties, including attending York Minster for the investiture of the new Bishop of Lancaster, and Spar Inter Schools Sports Day

**b. RV Parish Council Liaison Meeting 21.06.18 - Councillor Murtagh**

16.4 Chairman apologised that he had been unable to attend the meeting. Clerk had received Minutes & a report from the meeting. Dog fouling was reported on by Head of Environmental Health, noting various initiatives. Members again expressed concern about this in Mellor where there are a few irresponsible owners and it was agreed that when Cllr. Marsden meets with Chairman of MCA, he suggests the possibility of CCTV recording at the Village Hall in order to collect evidence for prosecution of offenders. Members expressed concerns following notification of the lack of police officers & the closure of Clitheroe Station front desk, which was part of the presentation by Chief Inspector Murtza to Liaison Meeting.

**c. BAe Liaison Meeting (Cllr. Brunskill)**

16.5 Cllr. Brunskill had attended the recent meeting. Members were updated regarding Branch Road weight limit order. The Spine Road (Sir Frederick Page Way) was still not open, as it had not been formally adopted. Cllr. Brunskill informed the members that Clarendon Haulage had objected to the weight limit on Branch Road, since, without access to the spine road, the business could not continue.

**17. Matters brought forward by members FOR INFORMATION ONLY**

17.1 Members were informed that the bins at Victoria Terrace have been moved off Mellor Brow

17.2 Mellor Community Association are hosting a Walking Treasure Hunt on Saturday 7<sup>th</sup> July

17.3 Cricket Tots requested to put up a banner at Mellor Play Area - since this is a business, members considered it to be inappropriate and could set a precedent. The request was therefore denied.

17.4 Members were made aware of defamatory comments on Facebook regarding an event to be possibly held inside and outside Mellor Village Hall in late August. This behaviour was considered unacceptable and the licensing conditions may need to be checked.

17.5 In response to a query, Clerk will again chase up repairs to the bus shelter at War Memorial.

17.6 Cllr. Marsden passed on specifics of a bus speeding at over 30mph in 20mph area. Members supported this. Heresay evidence suggested that this happens frequently and that when buses are late, in some instances Mellor part of the route is not serviced. Clerk was asked to report this to Preston Bus & LCC, copy to Cllr. Schofield, since this breaches bus contract.

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

18.1 There were no Matters reported, other than during Public Session

**19. Date of next meeting - scheduled for Thursday 7<sup>th</sup> September 2018**

**Chairman thanked all for their attendance & closed the meeting at 9.26 pm**