

**MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL
HELD AT MELLOR METHODIST CHURCH ON THURSDAY 6th DECEMBER 2018 AT 7.00 PM**

Present: Cllrs. Bernard Murtagh (Chairman), Cllrs. Mesdames. Stella Brunskill, Dot Crooks, Messrs. Nick Marsden, Michael O'Grady, Noel Walsh
Also in attendance 1 resident, and Parish Clerk

Chairman welcomed all to the meeting and Parish Clerk lead the meeting with a prayer

1. To receive and approve apologies for absence

1.1 Apologies had been received from Cllrs. Johnson, Moss, Upton & Young, 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 The resident brought to members' attention his concerns that 20mph speed limit throughout the village was not adhered to. Members discussed this & Clerk was asked to put this, as a Police matter before Ribble Valley Local Council Liaison Committee for a concerted approach. The resident then left.

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

3.1 The Minutes had been circulated and as there were no amendments. It was then

RESOLVED that the Minutes of Mellor Parish Council Meeting held on 1st November 2018 be approved.

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

• **Members to note that, following confirmation of satisfactory completion of security cameras at Mellor Village Hall, Clerk has sent on previously approved cheque.**

4.2 Clerk read the response letter received from LCC regarding footpath between Whitecroft & Glendale. Members expressed dissatisfaction of letter's content & Clerk was to again express concerns on Health & Safety grounds, particularly for elderly & less able residents, before a serious incident should occur.

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

• **No applications at time of Agenda**

6.1 Clerk informed members of a late notification - Application 3/2018/1088 for an agricultural building at Southworth Green Farm, Abbott Brow. Members were asked to send any objections to Clerk.

**7. To consider and approve any actions for Mellor Community Association : to consider possible future joint meetings with Mellor Community Association; to receive a report following damage to the ceiling
Members to note that MCA Minutes are on their website**

7.1 Cllr. Marsden updated members following MCA Chairman's resignation, and that currently there is no Chairman. Members considered that greater, active involvement between MCA & Parish Council would be helpful. Chairman & Vice Chairman were to look into the possibilities of closer liaison, following consideration of the Lease & MCA Constitution, advice would be sought if necessary. Training has been completed regarding use of security cameras. MCA had requested clarification on the position of bookings for the field. This would be allowed under the Lease, but not under MCA Premises Licence.

8. To consider and approve any further update for Play Area improvements including contingency allowance and snagging issues; to further consider and approve arrangements for any Opening Ceremony: to consider and approve any actions regarding antisocial behaviour at the Play Area

8.1 Cllr. Marsden reported on the site meeting he had with Mr. Reeves (Playquest Ltd). Concrete had now been installed for the double gate bolts, however the single gate was still unsatisfactory. The retention fee of £1890 (inc. VAT) was still held. An email had been received offering £390 discount due to issues. Members were dissatisfied with the outcome, however it was

RESOLVED to pay £1422.00 (inc. VAT) to Playquest as full & final settlement.

RESOLVED Vice Chairman to source a self closing fixture for the single gate, approximate cost £113, to be welded on by local contractor.

8.2 Members were most concerned about anti social behaviour when numbers of youths are congregating on Toddler Town & Basket Swing at 2.00 to 3.00am. Members fully understood residents' concerns & did not wish residents to put themselves at risk, but asked that they contact police on each occasion. Clerk to contact Cllr. Schofield to fully explain the situation, again asking for support for PIR lights at Mellor Library.

9. To consider and approve future defined objectives for the Parish Council, including the Parish Council website and possible provision for water & power at the War Memorial

9.1 Members considered objectives for the coming year. Following the success of the Remembrance Sunday commemorations, members wished to fully consider improvements to the War Memorial. Under consideration : Repairs to the Memorial itself, but not replacement - Clerk to investigate with War Memorials Trust & local stonemason regarding possible funding & options available for the actual work.

Provision of water & power to the site - Clerk to check on a socket in meter cupboard & contact United Utilities Rebuild the low, surrounding wall, consider granite plaques to be added, with names of all Fallen, by date

9.2 Members also discussed the Commemoration - notes at 15d of these Minutes

10. To consider and approve any actions to be taken regarding the gully at Glendale Drive; to consider arrangements for skip hire & contractor for such work

10.1 Vice Chairman had received 2 quotes for this work, but awaited one further quote. Currently the water through gully is running well & leaves have fallen. This item was deferred to February meeting.

11. To consider and discuss Councillor Powers & Responsibilities (Good Councillor Guide has been circulated for members' reference)

11.1 This item was considered in tandem with Item 12 of this agenda.

11.2 Members were again reminded that no Councillor may act alone, and that all Councillors have signed agreement to the Code of Conduct & Standing Orders in confirmation of this. Members were asked to remember that no action may be taken on property not owned by Parish Council outside any Emergency Powers and that any permission to so do must be given in writing by a person in authority to give such permission, all correspondence to go through Parish Clerk.

12. To consider and approve any actions for re-painting the BT owned Telephone Box on Mellor Lane

12.1 Vice Chairman had been in contact with BT on another Cllr's behalf. Vice Chairman had copied Clerk in to all dealings with BT. Following the contact, Vice Chairman had arranged for a Paint Pack from BT to be delivered to the other Cllr's house, with full instructions for painting, including limits on temperature.

13. To consider the Report including finances and practical aspects for any installation of Speed Indicator Device in Mellor

13.1 Members noted resident's concerns from Public Session, and agreed to invite LCC Officer to attend February meeting to further advise, particularly regarding solar panel power sourced devices.

14. Financial Matters and Accounts To approve : Bank balances

a. To consider & approve ; Invoices for payment

b. To consider and approve publication of Newsletter 116 (circulated)

14.1 Bank balances were reported as:

Current Account	£22,387.65
Investment Account	£74.52
Scholarship Fund	£1,191.08

14.2 Invoices for payment were:

Barrymore Maintenance (Ceiling reps. at Village Hall)	£950.00	Cheque 001533
Mellor Methodist Church (room hire April to Dec)	£202.40	Cheque 001534
J. Whelan CHEQUE CANCELLED	£0.00	Cheque 001535
Soc. Of Local Council Clerks (67% subscription)	£81.33	Cheque 001536
Lexis Nexis (Arnold Baker 11 th Edition, less 50% rec'd TSB PC)	£110.99	Cheque 001537
• 1 RVBC Grounds Maintenance	£2,871.48	Cheque 001538
Parish Clerk (Nov salary & £417.56 expenses)	£835.76	Cheque 001539
Playquest Adventure Play Ltd FULL & FINAL	£1,422.00	Cheque 001540

RESOLVED that the invoices detailed above be approved for payment, subject to satisfactory clarification of litter picking work done by RVBC staff, and a letter be sent to Playquest detailing the payment as full & final settlement.

14.3 Members requested further information regarding detail of litter picking contract for 2019/20 before contract was to be signed.

14.4 Newsletter 116 had been circulated & approved for publication prior to Parish Council meeting

15. To receive reports from meetings

a. RVBC Report by Borough - Councillors Brunskill & Walsh

b. RV Parish Liaison Meeting 22nd November 2018 - Councillors Murtagh & Marsden

c. BAe Liaison Meeting (Cllr. Brunskill)

d. Remembrance Day Service and displays

15.1 Cllrs. Brunskill & Walsh updated members. Chairman & Clerk would be invited to attend a meeting regarding arrangements for local elections. A volunteer group is looking into rural transport, particularly with Little Green Bus Company and Lancashire Rural Transport

15.2 Cllrs. Marsden & Walsh had attended the Parish Council Liaison meeting when a detailed presentation on Neighbourhood Plans had been given. Members considered that, since any outcome was not mandatory for a Local Authority to give due regard to, and several years work would be needed; further that Plans could cause friction and division in a Parish, and therefore that the Parish Council did not wish to proceed with a Neighbourhood Plan at this stage.

15.3 Concern was expressed that the new link road Sir Frederick Page Way had not been gritted during recent freezing weather, despite its heavy traffic use. This was caused by the road not being added to LCC Gritting Route list. There was also confusion with the designation of the road as B6230, the same as Cuerdale Lane, Samlesbury. Clerk had been in contact with LCC Highways & LCC Cllr. Schofield, no response at time of meeting.

15.4 Remembrance Day Service. Members were delighted with the turnout. All arrangements had gone well. The displays in school, with the integrated work between all three primary schools was much appreciated. Thanks had been sent for the refreshments and particular thanks were expressed to Cllr. Brunskill for leading the Working Party. Lighting of the Beacon had only proved possible due to assistance from Mr. Guilfoyle, and Clerk was asked to write to him, also to express thanks to Rev. Smith and to Rev. Jefferson, wishing him well following his recent resignation. A press release had been sent, with photo to Lancashire Telegraph & Clitheroe Advertiser, the latter had printed the release, but not photo.

15.5 Members noted that the Beacon is again in storage in the attic at Mellor Methodist Church.

16. Matters brought forward by members FOR INFORMATION ONLY

16.1 Members were informed of a forthcoming charity event fundraising for Village Hall & Little Green Bus

16.2 Cllrs. noted blocked drains in the Parish, all were asked to separately report to try to get action by LCC. Those detailed were: Outside War Memorial, outside entrance to Elswick Gardens, bottom of the terrace of Mellor Brow (entrance to Hay Moo), outside 51 Mellor Brow, manhole adjacent to Victoria Terrace

16.3 A letter from LCC had been received by some residents of Glendale Drive detailing footway reconstruction, with alteration to a footway crossing at a cost of £160.00.

16.4 Members were informed of two social media sites for the Parish, created by volunteers

16.5 There had been a further request that Play Area commemorate previous Cllr. M. Young in some way.

17. To report any matters requiring attention to the Tree Warden; to consider and approve any Tree Inspection which members require for insurance purposes, following recent tree matter at Mellor War Memorial.

17.1 Members were informed that there had been a damaged tree branch at the War Memorial which had been dealt with by contractors without charge, for which they had been thanked.

17.2 The recent Parish Council Liaison meeting had been updated on issues which could arise if trees had not been regularly inspected. Clerk was asked to check on Tree Inspection Report carried out several years previously & to seek advice from RVBC Tree Officer, as appropriate & necessary.

18. Date of next meeting - scheduled for Thursday 1st February 2019

Chairman thanked all for their attendance & input, then closed the meeting at 9.24pm