

**MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL HELD AT MELLOR METHODIST CHURCH ON
THURSDAY 7th MARCH 2019 COMMENCING AT 7.40 PM following the Annual Parish Meeting**

Present: Cllrs. Bernard Murtagh (Chairman) Nick Marsden , Ian Moss, Michael O’Grady, Noel Walsh
Cllrs. Mesdames. Stella Brunskill, Dot Crooks, Margaret Johnson, Pat Young
Also in attendance LCC Cllr. Schofield (part of meeting), One resident and Parish Clerk

Chairman welcomed all to the Parish Council meeting

1.To receive and approve apologies for absence

1.1 There were no apologies received

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

2.1 A resident, the parent of a scholar at Clitheroe Royal Grammar School had made previous contact & sought support from Parish Council & LCC Cllr. Schofield regarding the 623 special bus service between Mellor & the School. Following discussion a number of supportive options were suggested, and Clerk was asked to contact LCC to support the resident. Members were informed that there is a Consultation on LCC website Have Your Say for six weeks from 25th February.

3. To resolve to confirm the Minutes of the Meeting held on 7th February 2019 (circulated)

3.1 The Minutes of the Meeting held on 7th February had been circulated and it was then
RESOLVED that those Minutes be approved & 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

6.1 Members had been informed of a recent application 3/2019/0176 at Camberley, Branch Road, and there were no objections made to the application.

6.2 Clerk made members aware of two new applications on Ribble Valley Planning portal, however no details were shown at the time of the meeting. The applications were
3/2019/0190 Mill Cottage, Victoria Terrace ; demolition of cottage & development of 4 semi detached houses
3/2019/0191 Southworth Green Farm, Abbott Brow; extend previously approved General Purpose Agricultural Building

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

7.1 Cllrs. Marsden & Johnson had attended the recent meeting & concern was expressed regarding a potential booking. Due to the sensitive nature of the matter it was
RESOLVED that Press & Public be excluded from this item of the agenda. Cllr. Schofield & the Resident left the meeting

7.2 Mellor Community Association was congratulated on all the development work which was progressing well, however there was a lack of knowledge regarding governance which members agreed to give support. Cllr. Marsden & Clerk have considerable experience in running community venues and it was therefore
RESOLVED that an informal meeting be arranged as soon as possible between Parish Council Chairman, Vice Chairman and Clerk with at least two Trustees from Mellor Community Association.
RESOLVED that the Press & Public return to the Meeting & the resident returned to the meeting.

8. To consider and approve any further update for Play Area improvements including 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 Members noted that the Play Area single gate was still not working well, but that antisocial behaviour seemed to have improved. Members considered that the Opening Ceremony should be held at Summer Half Term (week of 27th to 31st May) and details for this be deferred to April agenda.

9. To consider and approve any actions for the Parish Council website (currently not in operation)

9.1 Cllr. Walsh gave his apologies & left the meeting at 8.50pm, during this item.

9.2 It was noted that members had discussed options and prices at February meeting. Following the meeting, Clerk had contacted other Parish Clerks with two web designers suggested. One had not got back to her, the other had promptly offered to help & she, with Cllr. O’Grady had met with him. Members discussed the package offered, noting that the web designer has 16 Parish Council websites in Lancashire as clients. It was

RESOLVED that Easywebsites package be accepted, with the setup cost of £500 + VAT, then inclusive cost of £23 + VAT per month for all domain name, training & other costs inc. 1 email. The monthly fee paid by Direct Debit.

RESOLVED that Clerk & Cllr. O'Grady be delegated to expedite the new website with the developer and a demonstration of the live website to be arranged for members at April Meeting.

10. To consider and approve the addition of identified additional names at Mellor War Memorial

10.1 Members were reminded of options previously suggested, including repairs to the surrounding wall at the War Memorial. All felt that any alterations to the existing Memorial were unwarranted, but all names should be commemorated. It was then

RESOLVED that each Church (including Balderstone & Osbaldeston) be contacted to consider providing a Book of Remembrance with all names, and all names to go on the new website.

RESOLVED to restrict work at the War Memorial to repair & maintenance only

11. To consider and approve any update regarding the gully at Glendale Drive

11.1 Members were informed that the work had been delayed by a week due to weather, but is expected to be carried out in the week following the meeting.

12. To consider the Report including finances and practical aspects for any installation of Speed Indicator Device in Mellor (previous email from LCC circulated)

12.1 Members were reminded that Mr. Cox (LCC Officer) was not able to attend evening meetings, and was researching Speed Indicator Devices using alternative power sources. No update had been received. Clerk was asked to follow up.

13. To consider and approve arrangements for future distribution of the Parish Newsletter

13.1 Members were informed that the previous distributor was unwilling to continue. An alternative had been sourced, at increased cost. Discussion followed on whether a hard copy newsletter was still required. Members expressed concern for the elderly & housebound, who needed further consideration for the future needs of communication. Members agreed to speak to residents, with the main focus to be the new website.

13.2 Cllr. Young gave her apologies and left the meeting at 9.15pm

14. To consider the display of posters on Parish Council notice boards & website (Clerk has had several enquiries, 1 of which relates to Newsletter distribution)

14.1 Members considered the request, however as this was a commercial request, it was again refused.

15. To consider and approve any response to Flood Defence Consultation (previously circulated)

15.1 The Flood Defence Consultation was noted.

16. Financial Matters and Accounts To approve : Bank balances

a. To consider & approve ; Invoices for payment

b. To further consider & approve grass cutting & litter picking contract from RVBC

c. To consider and approve any entry to Lancashire Best Kept Village Competition (details circulated)

16.1 Bank Current Account £16,954.12

Investment Account £74.52

Scholarship Fund £1,199.72

16.2 The following invoices were presented for payment:

Mellor Methodist Church (Feb. & March room hire)	£36.80	Cheque 001544
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Parish Clerk Net Salary February	£418.20	Cheque 001545
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Parish Clerk expenses to 07.03.19	£184.97	Cheque 001545
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Lancashire Best Kept Village Competition 2019	£30.00	Cheque 001546
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RESOLVED that all the above invoices be approved, with entry made to Lancs. Best Kept Village

16.3 Following deferment from February meeting, members discussed RVBC contract and it was **RESOLVED** that Contract for grass cutting & shrub maintenance ONLY be approved, letter to be sent to remove litter picking from the contract; this element to be carried out by volunteers & monitored.

16.3 Clerk was instructed to circulate figures for Actual vs. Budget for the full year to March 2019.

17. To receive reports from meetings

a. RVBC Report by Borough - Councillors Brunskill & Walsh

b. BAe Liaison Meeting (Cllr. Brunskill)

c. Report from RVBC regarding arrangements for Borough & Parish Council Elections (02 May 2019)

17.1 Cllr. Brunskill updated members on matters pertaining to Ribble Valley, including the archives & displays at Clitheroe Castle.

17.2 Cllr. Brunskill had attended BAe Liaison Meeting the previous week and explained the disappointment that Sir Frederick Page Way landscaping & pathways had not been carried out as promised.

17.3 Members were informed that each individual who wishes to stand in Parish Council Elections is personally responsible for ensuring their nomination is correctly signed, proposed, seconded & returned by 13th April. Any queries by prospective candidates are to be passed on to Parish Clerk, who would have details.

18. Matters brought forward by members FOR INFORMATION ONLY

18.1 The sign at St. Mary's Gardens / Mellor Lane for the library has been demolished: Clerk to contact LCC.

18.2 The cheque donation to Royal British Legion for wreath has not been cashed; this is under investigation.

18.3 A letter has been delivered to some households from a pharmacy business outside Mellor asking for direct contact for medicines. Members were reminded that all prescription medicines must be ordered through a Doctor and cannot be ordered through a pharmacy.

19. To report any matters requiring attention to the Tree Warden; to consider and approve any Tree Inspection which members require for insurance purposes due May 2019 (previous report circulated)

19.1 Clerk had obtained a quote from a recommended Tree Survey company & was instructed to obtain at least one other quote. This item was therefore deferred to April meeting.

Date of next meeting - scheduled for Thursday 4th April 2019

Chairman thanked all for their attendance & then closed the meeting at 9.54 pm