

**MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL HELD AT MELLOR METHODIST CHURCH ON
THURSDAY 4th APRIL 2019 COMMENCING AT 7.30 PM**

Present: Cllrs. Bernard Murtagh (Chairman) Nick Marsden , Ian Moss, Michael O’Grady, Noel Walsh
Cllrs. Mesdames. Dot Crooks, Margaret Johnson,
Also in attendance Rev. S. Smith (part of meeting), Mr. J. Reilly (Easywebsites) and Parish Clerk

Chairman welcomed all to the Parish Council meeting

Rev. Smith lead all in a prayer.

1. To receive and approve apologies for absence

1.1 Apologies had been received from Cllrs. Brunskill and Young, also LCC Cllr. A. 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 There was no public participation.

It was then **RESOLVED** to bring forward Item 9 of this agenda

To consider and approve any actions for the Parish Council website including a presentation by Easywebsites.co.uk

9.1 Mr. James Reilly of Easywebsites was introduced to the meeting. Following March meeting, Cllr. O’Grady & Clerk had met with him and Mellor Parish Council’s new website was running within a week.

9.2 Mr. Reilly gave a short informative presentation on his company, and the new Parish Council website, answering various queries. Members were positive in their feedback & Mr. Reilly was thanked. He & Rev. Smith then left the meeting.

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

3.1 The Minutes of both the Annual Parish Meeting and the following Parish Council Meeting, both held on 7th March 2019 had been circulated and it was **RESOLVED** that both sets of Minutes be approved and signed as correct.

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

- *Members to note no full response yet regarding Books of Remembrance in Churches*
- *Members to also note that clearance of Gully at Glendale Drive has been completed*

4.1 There were no other Matters Arising, however members expressed particular thanks to Messrs Griffiths & Griffin for the amount of work and the standard of workmanship carried out in clearing the Gully.

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

- 3/2019/0222 Land Adjoining Woodfold Hall - Steel framed stabling building
- 3/2019/0229 Land adjoining Woodfold Hall - Temporary Equine Worker’s Dwelling

6.1 The above Planning Applications had been circulated and no objections were to be submitted.

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. Johnson & Marsden had attended the March MCA meeting and a future joint meeting was to be further discussed. Phase 2 of the major works was almost complete & it was hoped to be opened at Coffee Morning on Saturday 6th April, to which all were invited. Clerk was asked to check if all works had been completed, then to obtain 2 quotes for up to date Surveyor’s Valuation, for insurance purposes. Next MCA Committee meeting would be held on Wednesday 10th April 7.00 or 7.30pm & Cllrs. Johnson, Marsden & Murtagh hoped to attend, in order to assist as requested.

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 monitor and approve any actions regarding antisocial behaviour at the Play Area

8.1 Members noted that anti-social behaviour appeared to have significantly improved. Due to late Easter & half term holidays, also Parish Council Election, members felt it appropriate to defer the Opening Ceremony to the start of Summer Holidays.

8.3 Cllr. Crooks reported that she, assisted by Mr. Crooks, had replaced a missing nut on the swing and members expressed their thanks.

8.4 Noted for the Minutes that Cllr. Crooks holds a key for double gate padlock, 2 keys are with RVBC staff.

9. To consider and approve any actions for the Parish Council website including a presentation by Easywebsites.co.uk

9.1 This item had been dealt with earlier in the Meeting, and individual Councillor's photos were to be taken at May meeting

10. To review and approve any amendments necessary for Parish Council documents (circulated) : Asset Register / Standing Orders / Code of Conduct / Financial Regulations and to consider any other policies which may be required

10.1 Asset Register / Standing Orders / Code of Conduct / Financial regulations had been circulated and no amendments were deemed necessary.

10.2 Clerk suggested that further work was needed by new Parish Council on other policies, which could be considered as part of Induction Process.

11. To consider the Report including finances and practical aspects for any installation of Speed Indicator Device in Mellor (including any update from LCC)

11.1 Clerk had no update from LCC and was to follow this up, this item to be deferred to May meeting.

12. To consider and approve any response to a Resident's concern regarding boundary to property & emergency access (circulated)

12.1 Details of the resident's concerns had been circulated, however the matter was not considered to be within Parish Council's powers to act in any way.

13. To consider and make any resolution regarding the two quotes for Tree Inspection Survey (due May 2019)

13.1 Detailed quotes from two companies had been circulated. These were discussed and it was **RESOLVED** to accept quote from Bowland Tree Services. Clerk to follow this up.

14. To further consider communication methods for the elderly & housebound of the Parish

14.1 Following discussion, members considered that Parish Newsletter should continue to be published, also that it be on Parish Council's website. However it was no longer considered necessary for a hard copy to be delivered to each property, but that those who did not access the internet needed to continue to receive copy. An article to explain this was felt to be the best option, printed copies to be available in the Library, churches, shops & pubs with hand delivered copy to St. Mary's Gardens bungalows, to St. Mary's Court and to any identified or who were made known to Parish Council. Clerk to hold a list for this.

15. Financial Matters and Accounts To approve : Bank balances

a. To consider & approve ; Invoices for payment

b. To consider & approve any financial support to The Little Green Bus Company

15.1 Bank balances were reported as

Current Account	£15,661.15
Investments Acc.	£74.52
Scholarship Acc.	£1,199.72

15.2 The following invoices were presented for payment:

Messrs Griffiths & Griffin (gully clearance)	£792.00	Cheque No. 001547
Lancs. Ass. Of Local Councils (2019.20 subs)	£422.03	Cheque No. 001548
Easywebsites Set up costs as approved	£600.00	Cheque No. 001549
Parish Clerk net salary March	£418.20	Cheque No. 001550
HMRC PAYE to 05.04.19	£32.40	Cheque No. 001551

AFTER APPROVAL Little Green Bus Co. (Section 137) £150.00 Cheque No. 001552

RESOLVED that the above payments be approved, and also as March Minutes £23.00 per month Direct Debit to Easywebsites for support.

16. To receive reports from meetings

a. RVBC Report by Borough - Councillors Brunskill & Walsh

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

16.1 Cllr. Walsh reported that, due to the forthcoming Borough & Parish Elections on 2nd May, there was little Borough Council relevant business to report. There were 7 Nominations for the two Borough Council seats and 19 Nominations for the ten Parish Council seats. A full list was due for publication.

17. Matters brought forward by members FOR INFORMATION ONLY

17.1 Cllr. Crooks, with a friend, volunteered to litter pick Mellor Brow.

17.2 Concern was expressed regarding the number of Heavy Goods Vehicles using Mellor Brow, and this was requested to be an item for May agenda.

17.3 Photos were circulated of the waste surrounding the bins outside Carter Fold shops and that the bins had

not been emptied on several recent occasions. Clerk was asked to follow this up with RVBC officers.

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

18.1 There were No Matters of concern for the Tree Warden

Date of next meeting - scheduled for Thursday 16th May 2019

Members were reminded that in May new Declarations of Office & Declarations of Interest will need completion.

Chairman then closed the meeting at 8.30pm, thanking all for the last four years.