

**MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL HELD AT MELLOR METHODIST CHURCH ON
THURSDAY 16th JANUARY 2020 COMMENCING AT 7.00 PM**

Present: Cllrs. Nick Marsden (Vice Chairman, in the Chair), Dot Crooks, John Hymas, Margaret Johnson, Mick Venables.

Also in attendance: 2 candidates (each for their own presentations only) & Parish Clerk

Vice Chairman opened the meeting

1. To receive and approve apologies for absence

1.1 Apologies were received from Cllrs. Stella Brunskill, Bernard Murtagh, Noel Walsh also from Rev. Smith and LCC Cllr. Schofield; it was

RESOLVED that these apologies be accepted and approved.

1.2 Clerk confirmed that, as there were 5 Parish Councillors present, the meeting was quorate.

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

2.1 There was no public participation

3. To resolve to confirm the Minutes of the Parish Council Meeting held on 06 December 2019 (circulated)

3.1 The Minutes of the meeting held on 6th December had been circulated and, following the amendment to the exact date of 6th December, it was

RESOLVED that the Minutes be accepted and approved.

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

4.1 Clerk informed members that, as per her circulated email, Cllr. D. Murtagh had resigned as a Member of Mellor Parish Council. Clerk had thanked Ms. Murtagh for her involvement & she notified members of the due process to follow.

5. To hear a presentation from each candidate regarding the Casual Vacancy for Parish Councillor

Due to the sensitive and confidential nature of this item, Members may wish to resolve that press and public be excluded from the meeting for this item of the agenda

5.1 There were no members of press or public in attendance.

Each of the two candidates gave a short presentation on their personal reasons for submitting their candidacy and then in turn each withdrew from the meeting. By agreement, no questions were put to either candidate and each candidate was thanked.

6. To receive declarations of pecuniary or personal interest

6.1 There were no Declarations made.

7. To consider and approve any objections to Planning Applications

- 3/2019/1190 Application for 2 open market & 3 affordable houses off Whalley Road
- 3/2020/0016 Planning in Principle - land adj. to Brookside, off Whalley Road, Mellor Brook for 7 dwellings

7.1 The two applications had been circulated to members, both of which relate to Balderstone Parish. Clerk then explained that "Planning in Principle" is a new planning legislative term. She was asked to seek advice from Planning Officers on rulings for such applications, including reasons for objection and timeframe for this.

8. Financial Matters and Accounts To approve: Bank balances

a. To consider & approve; Invoices for payment since December meeting

- Members to note that a full schedule of invoices to date will be sent pre- meeting

b. To consider and approve any update regarding Bank signatories for Lloyds Bank Accounts & NS & I (Scholarship Account) *Personal details still awaited, as per Minutes 07 November 2019*

8.1 Bank Account balances were reported as:

Current account: £28,912.27
Investment Acc: £74.52
Scholarship Acc: £1,199.72

8.3 Invoices for approval were:

| | | |
|--|---------|-------------|
| S.P. Moses (War memorial grounds) | £130.00 | Cheque 1593 |
| EON (War Memorial lights 20.11 to 20.12) | £13.82 | Cheque 1594 |
| HMRC PAYE to 05.01.20 | £22.40 | Cheque 1595 |
| Parish Clerk net salary December | £421.60 | Cheque 1596 |

It was

RESOLVED that the above payments be approved, Clerk to meet Cllr. Brunskill to arrange second signature.

8.4 Due to Chairman's absence the item regarding bank signatories was again deferred.

9. To consider and approve training requests and payment approval for the future period

Members to note that new Councillors may wish to attend training, also that evening sessions are £25.00 per person, non-refundable. Clerk will update with full list of courses & dates

9.1 Members noted the details for Training, however it was agreed that, since the current training evenings would clash with Parish Council meetings, the provisionally booked places were to be withdrawn. Members also noted that the two new Councillors co-opted subsequent to Casual Vacancies may wish to receive training. It was further noted that there was no budget allowance in the current year, and only £100 in financial year 2020/21. Clerk also informed members that Lancashire Training Partnership was considering holding some events during the day, subject to numbers and that some Balderstone Parish Councillors had expressed interest in training. Members wished Finance Working Party to consider adjustments to the budget for year 2020/21 to allow for greater expenditure on training.

10. To consider and approve any urgent actions for Mellor Community Association, following recent Trustee resignation :

a. To consider and approve any actions regarding new lighting outside the Hall (Clerk will update)

10.1 Cllr. Marsden had attended the recent Mellor Community Association meeting and informed members that Vice Chairman had resigned from Community Association due to work constraints. Members appreciated the work MCA Vice Chairman had carried out as part of the refurbishment programme. Members sought to work with MCA for the benefit of all Mellor residents, however they were reminded to avoid conflicts of interest.

10.2 Members were informed that the light which had been the cause of complaint was now switched off and alternative methods for safe but unobtrusive were being investigated. Ribble Valley Officers were to be informed.

11. To consider and approve any co-option to the earlier Casual Vacancy for Member of Mellor Parish Council

Due to the sensitive and confidential nature of this item, Members may wish to resolve that press and public be excluded from the meeting for this item of the agenda

11.1 There were no members of press or public in attendance.

11.2 Members then discussed the two candidates and all noted the quality of the candidates, either of whom would be an asset to the Parish Council. Following discussion it was

RESOLVED that Mr. John Michael O'Grady be co-opted as a Member of Mellor Parish Council. Clerk was instructed to inform each candidate and formalise the procedure with Mr. O'Grady.

12. Matters brought forward by members FOR INFORMATION ONLY - Members are requested to bring any items for February Agenda to Clerk's attention.

12.1 Various matters were brought to Clerk's attention, with the request that these be agenda items for February Meeting. These included:

- Play Area Working Party to bring forward costings for the entrance improvements
- Clerk was asked to update website with agreed policy documents & precept for 2020/21
- Members were reminded that newsletter articles are needed, and asked to submit these to Cllr. Hymas as soon as possible for inclusion in the draft newsletter
- Publicity (including website & newsletter) for an article about Woodland at The Rann as an Asset of Community Value
- To identify 4 or 5 actions for Parish Council to take forward with a delivery plan
- To define how litter picking could be taken up as a community initiative, not by Parish Council itself but with possible minor financial support from Parish Council. This would improve Parish profile for Best Kept Village Competition.
- Clerk informed members of the timetable for co-option following the second Casual Vacancy. Members requested that, subject to more than one candidate application, a one item agenda meeting be arranged for late February in order for any candidate(s) to give presentation to Parish Council then a resolution for co-option could be made prior to March Annual Parish Meeting.

13. Date of next meeting -Thursday 6th February 2020 (subject to possible Co-option meeting)

14. Vice Chairman then closed the meeting at 8.40pm, thanking all for their input.