

**MINUTES OF THE ANNUAL MEETING OF MELLOR PARISH COUNCIL HELD  
AT MELLOR METHODIST CHURCH ON THE 20<sup>th</sup> MAY 2019 AT 7.00 P.M.**

**Present:**

Cllrs. B. Murtagh, S. Brunskill, D. Crooks, J. Hymas, M. Johnson, N. Marsden, I. Moss, D. Murtagh, M. Venables, N. Walsh

In attendance: 6 residents & Parish Clerk

**1. Opening Prayers (Rev. Stuart Smith, Mellor Methodist Church)**

1.1 In Rev. Smith's absence, Cllr. B. Murtagh opened the meeting with a prayer

**2. To accept and approve all Acceptance of Office Forms from all Members**

2.1 Clerk informed Council that she had now received all Acceptance of Office Forms from all Members, which were to be published on Parish Council's website, and copy sent to Ribble Valley Borough Council. It was **RESOLVED** that all Acceptance of Office Forms be accepted and approved

**3. Election of CHAIRMAN who will then sign Acceptance of Office of Chairman**

3.1 There were two nominations for Chairman, with Chairman's casting vote used to decide.

It was **RESOLVED** that Cllr. Bernard Murtagh be elected as Chairman & his Acceptance of Office Form be duly accepted and approved

**4. To accept and approve all Declarations of Member's Interests, or to approve the last date for acceptance of such Declarations.**

It was **RESOLVED** that since all Declarations of Member's Interests had been received, that these be accepted and approved for publication

**5. To accept and approve any apologies for absence**

5.1 Apologies had been received from LCC Cllr. Schofield & Rev. S. Smith and it was **RESOLVED** that these apologies be accepted and approved

**6. Election of Officers**

• Vice Chairman

Cllr. Nick Marsden was elected

• Finance Working Party

Finance Working Party was agreed to be Cllrs. B. Murtagh, D. Murtagh, N. Marsden & Parish Clerk

• Signatories to Bank Account Mandate (4 signatories, currently S. Brunskill, N. Marsden, A. Upton & P. Young)

Bank signatories were agreed to be Cllrs. Brunskill & Marsden (existing) with the addition of Cllrs. Hymas & Venables. Clerk was instructed to arrange signature of bank mandate forms.

• Planning Applications are now considered by all Parish Councillors on email Agreed to continue

• RVBC Liaison Representatives

Cllrs. Marsden & B. Murtagh agreed to continue representation on this Committee

• MCA Representative- note that 2 representatives are allowed

Clarification was to be sought regarding voting status of Mellor Parish Council representatives on Mellor Community Association Committee, dependent on Lease & Constitution. It was **RESOLVED** that Cllrs. Marsden & B. Murtagh be the representatives on this Committee, but Cllr. Johnson will continue to attend meetings.

• Play Area Working Party (including the Playground Officer)

Cllrs. Crooks, Johnson, Moss & B. Murtagh agreed to be members of this Working Party

• RV LALC Area Liaison Committee (3 voting members are allowed)

Cllrs. Hymas, B. Murtagh & Walsh agreed to be representatives to this Committee

• Newsletter Editor Chairman requested that this role be deferred

• Website Officer Chairman requested that this role be deferred

• Press Officers Members agreed that this should be one person, and Parish Clerk should handle all press matters

- War Memorial and Garden Working Party  
Cllrs. Brunskill, Crooks, Moss, B. Murtagh, Johnson & Venables agreed to be members of this Working Party
- Road Safety Liaison Officer Cllr. Marsden agreed to continue in this role
- Tree Warden Cllr. Johnson will continue in this role
- View Point Cllr. Crooks agreed to cover this role and will contact the resident who had given assistance with the new plaque, since he had experience of the Viewpoint, with former Cllr. Upton

7. To confirm suggested dates for Parish Council meetings in the year 2019/20  
(Suggested dates are 06 June, 04 July, NO MEETING in August, 05 September,  
03 October, 07 November, 05 December, NO MEETING in January, 06 February,  
05 March (Annual Parish Meeting precedes March meeting), 02 April,  
Annual Parish Council Meeting on 07 May 2020

7.1 It was RESOLVED that the above dates be approved

#### Any Other Annual Parish Council Meeting Business

Clerk wished Members to all consider an Induction Event for all Council and suggested dates for this were to be circulated.

Chairman then closed the Annual Meeting of the Parish Council at 7.30pm