Local Government Act 1972

**MELLOR PARISH COUNCIL AGENDA**

Thursday 11th July 2024 at the Methodist Church, Mellor Lane, Mellor at 7 pm

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| 1. | To receive and approve any apologies for absence. |
| 2. | To receive declarations of pecuniary or personal interest. |
| 3. | Adjournment for Public session (max 5 mins per person) maximum 15 minutes. |
| 4. | To discuss and move to resolve to fill the vacancy by way of co-option following the resignation of Michael O’Grady from interested parties. |
| 5. | To resolve to confirm the Minutes of the Parish Council Meeting held on 5th June 2024 circulated to Members and the EGM held on 27th June 2024. Circulated to Members prior. |
| 6. | Any Matters arising from the minutes not covered on this Agenda *FOR INFORMATION ONLY* |
| 7. | To consider appointing further members to Committees following resignations including but not limited to:  7.1 Finance Committee  7.2 Staffing Committee  No other Committees at the time of the Agenda |
| 8. | To consider and appoint a Member to bring a report and strategy for the Footpaths 2020 initiative to Council in September including applying for any and all grants available. |
| 9. | Financial Matters and Accounts to consider & approve; Bank balances £81,862.97  9.1 Payments  a. Easy websites for £36.96 DD  b. Jennifer Proctor - postage & stationery & travel £105.60 chq 001836  c. Bernard Murtagh (stamps £19.00), paper and envelopes £29.95 chq 001837  d. Internal Auditor Diane Harvey £400 chq 001838  e. Ian Flaherty Gas bottle & Padlock £ 54.50 chq 001839  f. Clerk Training M Russell FiLCA £144.00 chq 001840  g. Room Hire Mellor Methodist Church Room Hire June £19.50 chq 001841  No further invoices beyond the schedule at the time of the Agenda  9.2 HMRC Update on the current position for the Clerk’s employment.  9.3 Move to resolve a replacement bank signature for Stella Brunskill.  9.4 Resolve by a motion for John Fletcher & Emma Dickinson-Gater to sign the Lloyds Bank Resolution witnessed by the Chairman Bernard Murtagh to add the Clerk Melanie Russell as able to access the account and the contact for MPC and update the correspondence address details. To add Jennifer C. Proctor as a bank signatory and remove as the contact, previously resolved at the Meeting held on 5th June 2024 Item 8.2.  9.5 Clerk to arrange for the Council to progress to full Internet/Online Business Banking by signed Resolution JF and ED-G witnessed by BM Chair.  9.6 To approve the annual grant for the graveyard upkeep/grass cutting for Mellor Methodist Church who have had rising costs, in the sum of £450.00. chq 001842  9.7 To approve submission of any application to the RV Concurrent Grant Fund. |
| 10. | To consider any response to Planning Applications (circulated to members prior by email.)  **3/2024/0474 Brigadoon Saccary Lane Mellor BB1 9DW**  Proposed house entrance alterations, balcony to north elevation and replacement windows and doors. |
| 11. | 11.1 To discuss and resolve to update the Council’s Financial Regulations to the NALC 2024 version. (circulated to Members prior to the Meeting)  11.2 To update and adopt the previously circulated Communication and Vexatious Communication Policy. |
| 12. | To resolve that Council will be required to make a Resolution to suspend Mellor Parish Council’s Standing Orders adopted 7th April 2022 numbered 18c, d and f and accordingly, its Financial Regulation 5.7 (if so adopted on 11th July 2024) as the Contractors listed in Agenda item 13.1 were not obtained from the Contract Finder List and in addition will have to publicise/advertise the contract as it will be in excess of £30,000. This will by duly listed in the Minutes. |
| 13. | Update from the Play Area Committee Secretary:  13.1 To discuss, debate and move to resolve any motion in relation to the update from the Secretary of the Play Area Committee following their Meeting to obtain three quotations from specialist play area equipment contractors for enhancements to the Play Area. To recommend to FULL Council one of the three quotes to meet Stage 1 to apply without delay to the REPF grant.  13.2 Update on the alterations to the equipment which has been the source of resident complaints. (circulated to Council prior to the Meeting) |
| 14. | To discuss and debate any updates to the Asset Register.  14.1 To discuss and debate the assets upkeep within the Parish and resolve any necessary actions which may arise.  14.2 To discuss and debate and resolve any motion in relation to the BT phone box on Branch Road in Mellor Brook, including risk assessment and cleaning prior to the sourcing of a suitable defibrillator. |
| 15. | To consider and resolve any actions in relation to the War Memorial  15.1 Update and further discuss the electricity supply/supplier and resolve for the Clerk to progress with the reconnection.  a. Update on benches and any grant funding available.  b. Update on the maintenance of paths and plants and Trees.  c. Update on cleaning of the area H&S in readiness for the Remembrance Day Service.  d. Forward planning for the Remembrance Day Service to possibly extend invitations.  e. Update on grant funding for Christmas lights and further discuss Christmas tree arrangements for the War Memorial.  15.2 Debate and discuss and move to resolve any and all actions in relation to submitting an expression of interest application to the LEF and to RVBC for the REPF and any other bodies. To strive to obtain three quotes to secure grant funding to create an accessible pathway to the War Memorial and improve the floor level lighting and any other accessible needs as identified. |
| 16. | To discuss and debate and resolve any actions in relation to Social Media and updating of the website and format, including updating any Policies associated with these. |
| 17. | To move to resolve to update the adopted Standing Orders of 7th April 2022 circulation of new draft Standing Orders by the Clerk prior to the September meeting. |
| 18. | To discuss, debate and resolve any motion in relation to the purchase and installation of a new kissing gate next to Jenny Springs Cottage on Abbott Brow (info circulated prior). |
| 19. | To discuss and debate and to resolve any motion or actions from the legal advice received in relation the Lease, all subsequent amendments relating to the Village Hall and also in relation to the tenant Mellor & District Community Association. |
| 20. | To receive reports from meetings  14.1 LCC Report – any matters of note – LCC Cllr. Schofield  14.2 RVBC Report – any matters of note regarding Mellor Parish by Borough Cllr. |
| 21. | Set the next Finance Committee Meeting for Tuesday 4th September 2024 at 7.00pm |
| 22. | Matters brought forward by Members *FOR INFORMATION ONLY* |
| Mellor Parish Council will next meet on 5th September 2024 at 7.00 pm TBC | |

Dated 6th July 2024

Melanie Russell Clerk