

**MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL
HELD AT MELLOR METHODIST CHURCH ON THE 7th JULY 2016 AT 7.00PM**

Present: Cllr. B. Murtagh (Chairman), Cllrs. Noel Walsh, Mrs. Dot Crooks , Ian Moss , Mrs. Margaret Johnson, Mr. Alan Upton. N. Marsden

Also in attendance: Clerk and 3 residents

Chairman welcomed all to the meeting.

1. Apologies for Absence

Cllrs. Mrs. S. Brunskill, LCC Cllr. Alan Schofield, Mrs. Margaret Young, (ill), Cllr. Mrs. Pat Young

1a. A letter had been received by the Clerk from Mrs. Margaret Young who asked that the six month rule be overridden, due to her operation and her illness since then. Members

RESOLVED to accept her circumstances as just cause and to review the situation in six months time (i.e. at December meeting)

2. Public Session

A resident from Saccary Lane attended, expressing concern regarding widening of Saccary Lane which seems to have occurred without permission. He was also concerned regarding the Bridleway by Throstle Nest, which has had tarmac applied and is extremely slippery after rain, and that the nearby resident is not complying with the consent the property is subject to.

A resident from Carter Fold requested further information regarding the flooding in Carter Fold / St. Marys Gardens /Glendale areas.

AGREED – By agreement, Chairman closed the public session and brought forward Item 8 for discussion

8 To further consider any action re. Drainage and blocked culvert 22 St. Marys Gardens

8.1 Chairman updated members on the meeting held 28th June on site, detailing findings so far. Seemingly this is a longer term issue, which may involve tree roots in pipes, narrow pipe further down, in some areas access is easier, but some parts have pipes fitted, trees causing slippage and overhanging foliage is obscuring access for investigative work. Chairman has been informed that LCC will give £500 financial support for investigation. Members felt there to be a need to involve all stakeholders : Mellor Parish Council, Mellor Community Association, Ribble Valley Borough Council, Lancashire County Council, United Utilities and Environment Agency in consultation to try to solve the problem. It was therefore

RESOLVED that Chairman obtain 2 or 3 prices for investigative works up to £750 to include £250 Footpaths grant money from LCC, and promised £500 support from LCC and to proceed on that basis. Any figure over this agreed sum to be referred back to full Parish Council. Jason Shaw was a contact suggested, Phillip Dixon Drainage was another. Clerk to establish contact with stakeholders

3 Declarations of Pecuniary Interest There were no declarations of pecuniary or personal interest.

4. Minutes of the Previous Meeting

4.1 The minutes of the meeting held on 2nd June 2016 were unanimously approved and signed by the Chairman as a correct record.

5 Matters Arising from Those Minutes There were no Matters arising

6. Planning

6.1 Planning applications received since June meeting

3/2016/0530 – Saccary House – extensions following previous application refused

3/2016/0524 – Sykes Holt, Balderstone Parish

ACTION : Members had no material objections at this stage to the above applications but it was noted that Saccary House had a previous application refused as incongruous and unsympathetic. Members were again informed that Sykes Holt is adjacent to the parish boundary, within Balderstone Parish.

6.2 **Blackburn with Darwen Housing Development Plan (Lammack).** Members were aware of a petition objecting to the proposed development which is outside RVBC and that Gill Finlay (BwD Strategic Planning) had been in touch & will continue to do so.

6.3 Clerk informed members of a recent case under General Permitted Development Order where a parish council had not been consulted (due to no obligation to do so) where a 4 acre solar farm was planned. Clerk will ensure members have copy of the article.

7. Prayers at meetings

7.1 Due to the current absence of clergy in the parish, it was agreed that Prayers be deferred for the foreseeable future

8 To consider any action re drainage & blocked culvert 22 St. Marys Gardens

8.1 This item was dealt with earlier in the meeting

9. To consider any further response to Royal Mail re. Church Lane post box

9.1 Following June Minutes, a further discussion took place and it was **RESOLVED Clerk to write to Royal Mail, asking that a post box be sited around the centre of Mellor Lane / Church Lane, emphasising the need for less able residents in that vicinity**

10. To consider street signage in Mellor with recommendations to RVBC

10.1 Several sites for improvement have been brought forward and it was therefore **RESOLVED Clerk to use judgement, viewing Mellor as a stranger, to send recommendations to Ribble Valley Borough Council.**

11. To consider further application to RVBC Parish Grants Scheme

11.1 Clerk informed members that she had a quote for two quotes for fencing the Play Area, both in the region of £7000, also that no formal request for WiFi funding had been received from Mellor Community Association. Members therefore deferred this item to August meeting, bearing September deadline for submission of applications in mind.

12. To consider how to progress improvements to the Play Area and a timeframe for this, also to ensure that inspections are carried out regularly and documented.

12.1 Members were shown an outline (following a meeting with Clerk and Sovereign Play representative) for possible major update for the play area, costing £23,884.31 + post inspection check £474.00. This was felt to be in line with views, however in order to move forward, public consultation needs to take place. **RESOLVED : Chairman to obtain a further quote for fencing, Clerk to check this contractor with Ribble Valley BC list of approved contractors, Clerk to get poster reproduced A3 / A4 size, with draft letter to go after approval to all residents asking for their views, if residents in favour, then further quotes be sought and funding application to be investigated, precept 2017/18 considerations to be included as part of budget calculation.**

13. To consider any action regarding the overgrown hedge on Mellor Lane

13.1 Members were informed that this is the farmer at Higher Brundhurst's responsibility **RESOLVED – Clerk to ring him, bearing in mind this is safety matter, despite being outside allowed time to cut farm hedges**

14. To consider any further speed signage requests to be made Mellor Lane / Mellor Brow

14.1 This matter was left, as LCC Cllr. Schofield was aware of residents' concerns & had emailed copy regarding Speed Devices and his email correspondence with local police.

15 To consider any possible action regarding the former toilets on Mellor Lane

15.1 Members noted this had been looked into previously, but was a private matter

16. To consider any resolutions to be put to Lancashire Association of Local Councils AGM

16.1 No resolutions were put forward, members deferred this item to August meeting for further consideration

17. To consider any further planting and pointing of flags surrounding the War Memorial

17.1 Members noted that the planted areas have become affected by weeds, however no water is available on site to establish further planting. The flags require remedial work and it was therefore

RESOLVED – Clerk to obtain a quote from Griffiths & Griffin to clean up planted areas & cost to give a low maintenance surround, also to establish from Ribble Valley Borough Council who and what their contractor approved list means in practice, then to obtain a quote for pointing the flagged area.

18. To consider Standing Orders alterations and any Delegated Powers to be within these Orders

18.1 Members agreed this discussion should be part of Finance Working Party meeting, to be held soon, however as there are currently no delegated powers it was

RESOLVED that any invoices which are deemed urgent should be paid after checking by at least two signatories, particularly when they are regular, expected invoices, in order to meet with terms from suppliers.

19 Accounts

19.1	Balances –	Business Account reconciled to end June	£12,564.46
		Business Deposit Account	£11,062.08
		Scholarship Fund	£1,178.41

19.2 The following payments were all approved:

AON – Insurance 2016.17	£2,851.25	1390
Teresa Taylor – May net salary	£361.80	1391
RVBC Grass cutting 2016.17	£1,366.65	1392
Blackburn College – newsletter 110	£210.00	1393
Evabel Ltd – new notice board under Parish Grant Scheme	£1015.00	1394
Teresa Taylor – June net salary	£361.80	1395
Teresa Taylor – expenses 01.04.16 to 06.07.16	£110.91	1395
HMRC - PAYE to 05.07.16	£39.40	1396
War Memorial Trust request for donation	£20.00	1397

19.3 **To Consider how to spend £250.00 Footpaths grant received** This item was dealt with under Item 8 earlier in the meeting

19.4 **To consider War Memorial Trust request for support under LGA Section 137**

RESOLVED : Members agreed to grant a donation of £20.00 as in previous years

19.5 **Clerk’s Contract review** Members agreed to have this discussed at Finance Working Party meeting, planned for 14th July 2016 at 7.00pm (Cllrs. Murtagh, Upton, Marsden, Crooks & Clerk)

19.6. **Association of Local Council Clerks membership – Members agreed to join this year as there is no cost**

19.7 **LALC / NALC Grant for Website Training has been received.**

RESOLVED Members resolved Clerk to contact John Herdman to implement the training by him

20. To receive reports from meetings

20.1 **Ribble Valley Council Meetings** – Cllr. Walsh informed members of the recent liaison meeting, when Primary Care Service update was explained, and a re-configuration of County Council services was discussed, but no decision as yet .

20.2 **Local Association Ribble Valley Liaison Meeting** – no report

21 Matters brought forward by members, for information There were no matters brought forward

22. To report any matters requiring attention to the Tree Warden

There were no formal matters, however members discussed whether a Parish Lengthsman might be appointed to carry out works. This was not considered feasible due to employment and cost constraints.

23. To receive Mellor Community Association Report

23.1 June Minutes had been circulated, no report had been received, however members noted from those minutes that a drainage plan for the field was in possession of Mr. W. Thompson, also that discussions were taking place to erect a fence. It was therefore

RESOLVED Clerk to contact Mr. Hymas, requesting that a copy of any drainage plans be supplied, and to point out that any work to the Village Hall should have permission from Mellor Parish Council.

The date of the next meeting was agreed for **Thursday 4th August 2016, at the Methodist Church at 7pm.**
The Chairman closed the Meeting at 9.18 pm, thanking all for their participation.