

**MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL  
HELD AT MELLOR METHODIST CHURCH ON 19<sup>th</sup> JANUARY 2017 AT 7.00PM**

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**Present:** Cllr. B. Murtagh (Chairman ), Cllrs. Mrs. Dot Crooks , Mrs. Margaret Johnson, Messrs. Nick Marsden , Ian Moss, Michael O’Grady , Noel Walsh

Also in attendance: County Councillor Alan Schofield (for part of the meeting), Clerk and 2 residents

**Chairman** welcomed all to the meeting.

**1. To Receive and Approve Apologies for Absence**

1.1 Apologies for absence had been received from Cllr. Mrs. Pat Young & Mr. Alan Upton

**RESOLVED – the apologies were accepted for approval**

**1.2 To co-opt a Member to Mellor Parish Council to fill the Casual Vacancy**

It was **RESOLVED** that Michael O’Grady be co-opted as a member of Parish Clerk and he signed Declaration, having completed the Register of Interests forms. Clerk to forward these to Ribble Valley Borough Council.

**2. To receive Declarations of Pecuniary or Personal Interest**

2.1 There were no Declarations

**3. Public Session**

3.1 Residents again brought up the matter of flooding, which had improved of late, following investigation works. Further discussion took place, and an uncovered manhole on the Village Hall playing field was considered to be a hazard, however the land is tenant’s responsibility.

3.2 Clerk had been contacted regarding the amount of dog fouling throughout the parish. She had contacted Ribble Valley Dog Wardens who will send laminated signage, and she has put notice on Parish website. It was pointed out that dog mess is a matter for Dog Wardens, however any attacks by dogs is a Police matter and should be reported to them.

3.3 It was welcomed that the Bus Service has been re-instated, now operated by Pilkingtons of Accrington. However members noted that the route has now gone back to Nickey Lane, rather than Hob Green.

3.4 **Clerk to email LCC Bus Services (copy Cllr Schofield to ask that this route be corrected as it is hazardous)**

3.5 A query was raised about whether Rainbows Group still meets – members thought this not to be the case

**4. Minutes of the Previous Meeting**

4.1 The minutes of the meeting held on 1<sup>st</sup> December 2016 : following prior circulation, it was unanimously **RESOLVED** that these were approved and signed by the Chairman as a correct record.

**5 Matters Arising from Those Minutes** There were no Matters Arising

**6. To consider the adoption of a Complaints Procedure**

6.1 Clerk had previously circulated a Draft Complaints Procedure. Following discussion and a minor amendment, it was unanimously

**RESOLVED – that Mellor Parish Council adopts the Complaints Procedure, as circulated .**

**7. Accounts**

7.1 **Balances** – As this meeting was a short meeting, no balances were given

7.2 **The following payments were requested:**

|  |          |        |
|--|----------|--------|
| EON – War Memorial lighting                          | £37.19   | 1427   |
| Blackburn College – newsletter 111                   | £210.00  | 1428   |
| Ribble Valley B.C. cleaning War Memorial             | £330.20  | 1429   |
| Ribble Valley BC grass cutting & litter picking      | £1678.50 | 1430   |
| Teresa Taylor December net salary                    | £362.20  | 1431   |
| HMRC PAYE to 05 January                              | £36.60   | 1432   |
| Philip Dixon Drainage re Play Area & St. Mary’s Gdns | £1440.00 | 1433 * |

• Discussion took place regarding this item, as work specified by Chris Dunderdale at Lancs. County Council had not been completed and some work has of necessity meant access to residents’ gardens. It was therefore agreed that part of this matter be paid under Schedule 137 payments

**RESOLVED- All disbursements were approved for payment.**

**8 To consider and approve Clerk's Contract review (Members of the public had left before this item was discussed)**

8.1 Members had sight of current contract which was agreed to be unfit for purpose. Members considered how best to move this important matter forward, which had been under consideration for over six months. Following a suggestion by Vice Chairman It was

**RESOLVED : Clerk to contact Trainer from Lancs & Merseyside Training (who is Clerk to four Lancashire Parish Councils) to ask that he passes on a copy of his contract. Clerk to circulate this for members to consider on February agenda.**

**9. To consider and approve amendments to Standing Orders**

9.1 Current Standing Orders had been circulated, with Draft Guidance from National Association of Local Councils,: members all agreed that current Standing Orders were verbose and somewhat repetitive. Clerk informed that those in bold text were legal requirements, others were for consideration then inclusion or otherwise. Following discussion on specifics, members

**RESOLVED Clerk to create a simplified Draft document to circulate prior to February meeting, if time allows, to do similar for Code of Conduct.**

10. The date of the next meeting : **Thursday 2<sup>nd</sup> February 2017, at the Methodist Church at 7pm.**

**The Chairman closed the Meeting at 8.50pm, thanking all for their participation.**