

**MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL
HELD AT MELLOR METHODIST CHURCH ON THURSDAY 2nd NOVEMBER 2017 AT 7.00PM**

Present: Cllrs. Bernard Murtagh (Chairman), Cllrs. Mesdames. Stella Brunskill, Margaret Johnson, Pat Young, Messrs. Ian Moss, Nick Marsden, Michael O'Grady, Alan Upton & Noel Walsh
Also in attendance: Rev. Stuart Smith, 1 resident & the Parish Clerk

Chairman welcomed all to the meeting

Rev. Smith (Mellor Methodist Church) opened the meeting with prayers.

1. To receive and approve apologies for absence

1.1 Apologies had been received from Cllr. Dot Crooks & County Cllr. Alan Schofield and it was **RESOLVED that these apologies be approved.**

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

2.1 The resident asked for permission to clear up the small land parcel (known as St. Mary's Gate) opposite his property, which he understood had been gifted to Mellor Parish Council in the past. He offered to use qualified contractors and to personally meet the cost of the works. The resident then left. Following a discussion when the Clerk explained she was not aware of any confirmation of land ownership, members asked the Clerk to write to the resident raising no objections to his most generous offer.

3. To resolve to confirm the Minutes of the Meeting held on 5th October 2017 (circulated)

3.1 The Minutes of the Meeting held on 5th October 2017 had been circulated to all by email and it was **RESOLVED that the Minutes were approved and signed.**

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

4.1 Members expressed concern about the road surface outside St. Mary's Church Lych Gate. Cllr. Moss had reported this to Lancashire County Council Highways, ref. 35968 and was monitoring this.

5. To receive declarations of pecuniary or personal interest

There were no Declarations made

6. To consider any response to be made to Planning Applications

- 3/2017/0797 - Melrose, Mellor Lane - update following Ribble Valley Planning Committee
- 3/2017/0960 - Cunliffe Fold Farm, Myre Ash Brow - tree works
- 3/2017/0973 - FOR INFO - Land adjacent to Myerscough Smithy Road - variation of numerous conditions to allow trigger points following approved 3/2014/0546

6.1 Members were informed that Application 3/2017/0797 had been approved, despite vote against by Borough Councillors Brunskill & Walsh. There were no objections to the other applications on the agenda.

6.2 Clerk informed members that a new application by Monks Contractors (3/2017/1004) had just been registered, but no details were yet available

6.3 Members were made aware that South Ribble Borough Council had that day registered a new application for Windmill Hotel, again for a garage with shop. Clerk was asked to seek more information & circulate this.

7. To further consider any action re. drainage & blocked culvert Glendale Drive area following meeting with Lancashire County Council 02.03.17 also regarding drains on Mellor Lane and subsequent correspondence from LCC Cllr. Schofield

7.1 Members agreed that County Councillor Schofield be thanked for all the efforts he had put into trying to resolve this situation. It was noted that there were concerns regarding the Village Hall, and Chairman had seen some of this problem.

8. To consider any update and any further actions regarding Mellor Library; including condition of the building, tree stump causing a hazard

8.1 County Councillor Schofield was again thanked in his absence for all of his efforts in trying to expedite the works. The external works are planned for November. This should include the tree stump.

8.2 Clerk informed members of her discussions with Dr Randall & the Practice Manager, assuring all that the practice (although temporarily closed currently) will reopen following internal works after the exterior works, and there is no plan to close the surgery in the foreseeable future. There is an article in Newsletter 113.

9. To receive any update regarding the War Memorial and arrangements for Remembrance Day.

9.1 Some members had managed to view the flagging repairs which followed power washing and agreed the works had been carried out well.

Members were reminded that St. Mary's Church Service will be at 9.30a.m., on Sunday 12th November, followed by a short Remembrance Service at 11.00a.m. at the War Memorial. Cllr. Brunskill will present the Parish Council wreath, which had been collected by Cllr. Crooks.

10. To consider and approve any further matters for Play Area drainage & improvements, to receive & approve the Annual Play Area Inspection ; to consider future Annual Inspection cost.

10.1 Clerk informed members that, following October meeting she had received full contract from Playquest for installation works, which was complex. She had met with Cllr. Marsden & they had then sent a list of queries regarding the contract to Playquest, and both queries and responses had been circulated to members. One concern was inspection & maintenance cost annually of £350, felt to be excessive but part of the guarantee & did include £50 of minor parts. Following discussion members agreed that, subject to approval by Cllr. Crooks (Chair of Play Area Working Party) a letter be sent, with contract to agree to the terms, except that "maintenance cost is under consideration", as equipment must legally be fit for purpose.

10.2 Clerk updated members that she had again been in touch with Dixons regarding a starting date. Dixons are monitoring the area, however do not wish to carry out the works until ground is less wet, in order to ensure a satisfactory outcome. Playquest are aware of this & in agreement.

10.3 Chairman has carried out some of the minor maintenance tasks highlighted in the Play Inspection Report, for which he was thanked.

11. To consider & approve Newsletter 113 & update distribution list for outer area of Mellor

11.1 Clerk wished Cllr. Crooks to be thanked for proof reading the Newsletter. Members agreed it was a good publication and approved the content. Members discussed distribution to the outer areas & agreed on minor changes, which Clerk was to circulate, with details of exact properties as necessary. It was then **RESOLVED** that Newsletter 113 be published & delivered, using the updated delivery list.

12. Financial Matters and Accounts

a. Balances

Current Account	£9,318.31	(after Playquest had been paid 30% deposit)
Instant Access Account	£11,069.02	
Scholarship Fund	£1,178.41	

b. To approve : Disbursements

Play Inspection Co. Ltd	£120.00	Cheque 001475
Parish Clerk Salary October	£374.20	Cheque 001476
T. Howard work to War Mem.	£845.00	Cheque 001477
C.P.R.E. subscription	£36.00	Cheque 001478

It was **RESOLVED** that the above invoices be approved for payment.

c. To receive and approve Budget Report 2017.18 actual to date

d. To consider and approve Budget and Precept for 2018.19 (see attached)

Clerk had circulated draft documents for Budget and Precept calculations, however in view of the changes due to Play Area works, members agreed to request the Finance Working Party meet to discuss details. It was then **RESOLVED** that Finance Working Party recommendations be taken forward to December agenda for approval prior to submission to Ribble Valley Borough Council.

13. To receive reports from meetings

a. RVBC Report by Borough - Councillors Brunskill & Walsh

b. RVBC Parish Liaison Meeting - next meeting 9th November (Cllr. Murtagh - deputy may be required)

c. RV LALC Liaison Meeting - 28th November (Cllrs. Brunskill & Marsden)

d. BAe Liaison Meeting (Cllr. Brunskill)

13.1 There was little to report as meetings had not been recently held, but the reports will be given to December meeting.

14. Matters brought forward by members FOR INFORMATION ONLY

14.1 Concern was expressed about the lack of progress on the new dwelling on Mellor Lane and Clerk was asked to make enquiries with Ribble Valley Planning Officers.

14.2 Members had received complaints that the hedge on Nickey Lane was overgrown and Clerk was asked to contact the farmer concerned

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

15.1 Clerk updated members following previous concerns about tree roots behind Tennis Courts at Village Hall. She had received photographs which had been forwarded to Ribble Valley Officers for advice.

15.2 Clerk had received email from Ribble Valley Homes regarding responsibility for shrubs to the rear of a property on St. Mary's Gardens. Members discussed this matter, considering such to be Ribble Valley Homes

responsibility, as the shrubs were felt to be to the property side of the fence (which has been in existence for at least 30 years). Chairman agreed to view this & report findings to Clerk.

16. To note Mellor Community Association Minutes (now on Mellor Village Hall website).

16.1 Clerk had circulated an email she had received regarding insurance at the Village Hall. Members were reminded of the letter sent to Chairman of Mellor Village Hall in October 2016 emphasising the responsibility, as per lease, that Mellor Community Association were responsible for all insurances. Following discussion, members instructed Clerk to write, with copy of letter from October 2016, explaining the matter is non-negotiable and further, that the public cannot be allowed to use public premises without insurance. It was pointed out that, as Parish Council has no control of contents of the Village Hall, it cannot be responsible for any insurance.

Date of next meeting - scheduled for Thursday 7th December 2017

The Chairman closed the Meeting at 8.28 pm, thanking all for their participation.