

**MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL HELD AT MELLOR VILLAGE HALL
ON THURSDAY 27 MAY 2021 COMMENCING AT 7.00 PM**

Present: Cllrs. Nick Marsden (Chairman), Quentin Colborn, Dot Crooks, John Hymas, Margaret Johnson, Anne Mellor, Michael O’Grady, Mick Venables, Michael Walmsley. Also in attendance: LCC Cllr. Schofield, RVBC Cllr. Walsh, Police Sgt. Kevin Day, The Chairman of Mellor Community Association, 4 Members of the public and the Parish Clerk

Chairman opened the meeting and welcomed all, noting that social distancing was in place, and face masks were worn whilst any were seated.

1. To receive and approve apologies for absence

1.1 Apologies had been received from Cllr. Brunskill (at RVBC Planning Committee) & it was **RESOLVED** that those apologies be accepted and approved

2. To receive declarations of pecuniary or personal interest

2.1 There were No Declarations made.

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

3.1 Two residents had separately emailed regarding the increase in speeding traffic across the Parish. The emails had been circulated to Members and Members had concurred with residents’ comments. A Mellor Brook resident also expressed concerns on the volume of traffic using Mellor.

3.2 Police Sgt. Day explained the policing structure for the area, including that PC. Tattersley, PCSO Hayes & others are working with speed gun at various times & Police use information from social media to identify problem areas to target resources. Chairman confirmed that Parish Council shares residents’ concerns & hopes to bring in joined up initiatives now that Covid regulations are relaxing.

3.3 LCC Cllr. Schofield explained the road traffic surveys carried out at 2 sites on Mellor Lane revealed that average speeds in 85% were at 27mph.

4. To resolve to confirm the Minutes of the Parish Council Meeting held on 17 December 2020 and the Annual Parish Council Meeting held on 20 May 2021

4.1 Minutes of the Annual Parish Council Meeting held on 17 December 2020 and the Annual Parish Council Meeting held on 20 May 2021 had been circulated to Members and published and it was **RESOLVED** that the Minutes of the Parish Council Meeting held on 17 December 2020 and the Annual Parish Council Meeting held on 20 May 2021 be accepted and approved.

5. To resolve to receive and approve the actions carried out under Emergency Powers during the Covid Pandemic period effective from 17 December 2020

5.1 A schedule of actions taken by Parish Clerk since 17 December 2020 under Emergency Powers due to Covid had been circulated to Members and it was **RESOLVED** that the actions carried out by Parish Clerk under Emergency Powers since 17 December 2020 be accepted and approved.

6. To resolve to confirm the General Power of Competence for Mellor Parish Council

6.1 An explanation of the General Power of Competence had been circulated and Members were reminded that Minute 6.1 of 15 October 2020 had approved the General Power of Competence for Mellor Parish Council, which needed confirmation of approval annually. It was then **RESOLVED** that Mellor Parish Council continued to meet the criteria for General Power of Competence and therefore confirmed its use.

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

7.1 Further to Minute 8.2 of 17.12.20, a draft letter by Cllr. Mellor had been circulated, however this did not receive approval from Members & so was not sent.

7.2 Members noted that (Minute 17.12.2020 23.3) Abbott Brow bench would not be altered as the family no longer wished to proceed with the initiative.

7.3 Further to Minute 17.12.2020 23.4, Land agent for Lord Alvingham's Estate had refused permission for a bench on Mellor Moor due to Farm Tenants livestock grazing.

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

8.1 There were no Planning Applications currently under consideration in Mellor

9. To consider and approve any response to Ribble Valley Borough Council's consultation on Information Checklist for Planning

9.1 The Consultation had been circulated and it was

RESOLVED that a response be sent on behalf of Mellor Parish Council asking that any new application or any which included a significant change to an existing property include a carbon footprint assessment, with a view to the applicant taking steps to reduce Carbon Dioxide emissions.

10. Financial Matters and Accounts To approve:

Bank balances £58,403.61 + £26,094.41 MVH Floor fund

£1,199.72 Scholarship Fund

£74.52 investment Account

10.1 Members noted that VAT (£1,549.45) to 31.03.21 had been received & precept for 2021/22 (£25,000), also received; both were included in balances above.

a. To consider & approve; Invoices for payment since 01.05.21

- BHIB Insurance due 01.06.2021 £3730.86 Cheque 1699
- EON War Mem lights overdue £14.30 Cheque 1700
- AM Gerrard Internal Audit £144.00 Cheque 1701
- Parish Clerk salary 2 months £881.40 Cheque 1702
- Parish Clerk office expenses & travel £106.30 Cheque 1702

10.2 An explanation of insurance premium increase (following claims in previous year & overall increase in insurance premia) had been circulated to Members.

RESOLVED Bank balances were noted and all payments detailed were approved

11. To consider and approve any actions following any report from the Play Area Working Party including acceptance and approval of improvements to the single gate area

11.1 Play Area Working Party had not met. Under Emergency Powers, Chairman & Clerk had sought to obtain quotes for improvements but still awaited a second quote. Members noted the poor ground conditions, also that an insured contractor was required to carry out work at a Play Area.

12. To consider and approve any actions for improvements to the grassed area at Mellor Play Area.

12.1 Members considered a Working Party should consider this project, noting that full consultation with residents would be a requirement for any grant applications. It was

RESOLVED that Cllrs. Crooks, Venables & Walmsley carry out initial research & report to next Parish Council Meeting

13. To consider and approve any actions for Mellor 2020 Footpath Project including Terms of Reference and any budget for the Project

13.1 Cllr. Hymas read his suggested Terms for a Working Party which were to be circulated to Members, requiring a few Parish Council Members with residents who had volunteered to assist. Cllr. Hymas hoped to take forward costed proposals to Members by August 2021.

14. To consider and approve any actions for Mellor Community Association: and to accept any report from Mellor Parish Council representatives to Mellor Community Association

14.1 Members noted that MCA Minutes are on their website and that the Village Hall had suffered much interruption due to Covid. Mellor Community Association Chairman then explained the extra work involved in following the changing regulations whilst keeping all safe. A number of people had come forward & intended to join the Trustees, which it was hoped would spread the workload. He expressed grateful thanks to RVBC for their support and re-opening grants had enabled decorating to be carried out. There had been a heating breakdown on Election Day & all had noted the new cracks in Sports Hall Floor. The Trustees hoped to soon replace the kitchen, upgrade the windows and toilet for the disabled. Chairman thanked him for his comprehensive update.

a. To receive an update on the repairs carried out to the Sports Hall floor including any review of levels of the floor.

Members have been notified that Flood Resilience Grant has been received and VAT had been reclaimed, meaning that the improvement works to the drainage had been carried out without cost to Mellor residents.

15. To confirm and approve any actions following application for Renewable Energy Feasibility Study Grants and the tendering process for this Grant

15.1 Members were informed that this item had not progressed and different scoping may be required if a deliverable project was to be achievable for Mellor.

16. To consider and approve any actions for use of the former BT phone box and to approve any budget for this work.

16.1 Members were asked (in addition to residents) to put forward suggestions for use of the former phone box to Parish Clerk as soon as possible: once these had been collated, a budget could be identified.

17. To consider and approve any appropriate actions to address speeding throughout the Parish

17.1 This item was discussed in detail, noting that it was a recurring issue, over a number of years but which appeared to be worsening. Statistics were noted, however Members considered these did not reflect the incidents they witnessed daily. Concerns were expressed including; driving at risk to other road users, in addition to speed, also the increased traffic as drivers use Mellor as a commuter route, preferred by satellite navigation. This was considered a particular hazard for wagons using Mellor Brow. It was noted that Mellor was a diversion route when a serious accident occurred on A59 or A677, also that rural vehicles may slow traffic down, meaning that drivers then accelerate when they can. The lack of pavements in some areas, with none at others meant that pedestrians needed to walk in the road. Complaints were again noted that bus drivers were not demonstrating best practice; particular examples of this should be reported to Pilkington Bus & LCC Transport Manager. The speed bumps on Mellor Lane were again noted to be of little effect. Better & more visible signage was called for, in addition to suggestions for weight and size limit for Mellor Brow. Members noted resources, but also a reporting facility for speeding / dangerous driving at the website <https://lancsroadsafety.co.uk/> LCC Cllr. Schofield explained that there were a number of initiatives for community participation. LCC Cllr. Charles Edwards was the new Cabinet Member for Highways & Transport. The yellow "Community Concern" signs are part of Lancashire Road Safety resources, but he clarified that if any Speed Indicator Devices were to be installed, these must have permission from LCC, as the Highways Authority.

17.2 Chairman requested that a concerted approach could be taken, to include LCC, Police, but also neighbouring Parish Councils in order to seek a safer future for the villages. It was agreed that Mellor Parish Council could facilitate a meeting to discuss practical options.

18. To consider and approve any application to "Open Spaces Grant A Green" for Mellor

18.1 Members had received information circulated by email 28.04.21 and Clerk was asked to research this further, relevant to Grassed Area at Mellor Play Area and the Field below Mellor Village Hall, with a report for the next Parish Council Meeting.

19. To consider and approve Mellor Parish Council Recordings at Meetings Policy

19.1 Cllr. Colborn had prepared a Draft policy which had been circulated to Members. In response to a query, it was noted that Public Session is not part of Parish Council Meeting, and therefore recording should not take place, in order to comply with Data Protection. Members were reminded that Minutes, once approved & signed are the official, legal record of the Meeting. It was then **RESOLVED that Mellor Parish Council adopt the Recordings at Meetings Policy.**

20. To receive reports from meetings

a. LCC Report – any matters of note regarding Mellor – LCC Cllr. Schofield

b. RVBC Report by Borough – Cllrs. Brunskill & New Borough Cllr. Walsh

20.1 LCC Cllr. Schofield reported that new appointments for Councillors within LCC had been confirmed at the Annual Meeting of the County Council.

20.2 RVBC Cllr. Walsh reported that he was dealing with a few residents' issues as part of his casework. He had been appointed to Parish Council Liaison, Health & Housing & Licensing Committees, was receiving training & his contact details were on Ribble Valley and Mellor Parish Council's websites.

21. Matters brought forward by members and Staff FOR INFORMATION ONLY

21.1 A complaint was noted that grass on St. Mary's Gardens required cutting: Clerk was asked to deal with this.

21.2 A further complaint was noted that the path to the rear of approximately 28 to 35 St. Mary's Gardens was slippery, with an old fence panel; however ownership of this land was unknown.

21.3 Cllr. Walmsley updated Members of the Cllrs. & Clerks course he had recently attended, which had been most informative & he recommended it to all Councillors.

21.4 Concern was expressed (and a photo had been circulated) regarding a hazard at Mellor Brow, when a large wagon caused an obstruction due to the parked cars on the narrow bend.

21.5 The poor condition of the railings at Mellor Library (LCC site) were again reported & LCC Cllr. Schofield would deal with this

21.6 The Japanese Knotweed previously reported on Abbott Brow was growing well: again Cllr. Schofield agreed to follow this up with Highways Officers.

21.7 Clerk was dealing with a report of a tree on Church Lane / St. Mary's Gardens. This was an oak tree which a resident considered to be a hazard, however it is on Church property & subject to a Tree Preservation Order.

21.8 Members were informed that the new Vicar for the Joint Benefice of Mellor, Balderstone & Samlesbury was to be inducted on Sunday 27 June 2021, 5.00pm at St. Leonard's, Balderstone & Chairman had accepted the invitation on behalf of Mellor Parish Council to attend the Induction.

21.9 Several Members noted that, even without face masks, the acoustics of the large Sports Hall meant they had great difficulty in hearing proceedings. Clerk was asked to investigate alternative venues.

22. To consider and approve the dates of future meetings, with frequency & venue to be determined

22.1 Whilst Members understood the need for Meetings to take place without pattern, due to Covid, it was anticipated that meetings would revert to first Thursday of the month in September. It was agreed that the next meeting should take place on Thursday 24 June 2021, with a further meeting on Thursday 22 July 2021, and no expected meeting in August.

Members to note that, post meeting & due to a meeting clash, the next Parish Council Meeting will take place on WEDNESDAY 23 June 2021, at MELLOR METHODIST CHURCH

Chairman then thanked all for their attendance and input, noting the amount of business resolved again as part of a very lengthy agenda, and he closed the meeting at 8.56pm.