

**MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL HELD AT St. MARY'S PRIMARY SCHOOL
ON THURSDAY 03 MARCH 2022 COMMENCING AT 7.40 PM, following the Annual Parish Meeting**

Present: Cllrs. Nick Marsden (Chairman), Stella Brunskill, Quentin Colborn, Dot Crooks, John Hymas, Margaret Johnson, Anne Mellor, Michael O'Grady, Mick Venables, Robin Walsh.(newly a Member of Mellor Parish Council in addition to being Borough Councillor for Mellor Ward)

Also in attendance, Parish Clerk: and 10 Members of the public for at least part of the meeting
Chairman opened the meeting and welcomed all

1. To receive and approve apologies for absence

1.1 Apologies had been received from PCSO Aimee Jarrett (not on duty) and this was noted.

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 A resident from Mellor Lane gave specific details of her concerns regarding the planning application at Spread Eagle and was congratulated on the comprehensive presentation.

3.2 A Balderstone resident reported that a resident had complained to Environmental Health & Lancashire County Council regarding spillage on Mellor Brow.

3.3 A Resident of Mellor expressed concerns regarding the potential development at the Grassed Area. Her comments were noted and discussed at Item 9a of the agenda.

4. To resolve to confirm the Minutes of the Parish Council Meeting held on 03 February 2022

4.1 The Minutes of the Parish Council Meeting held on 03 February had been circulated and published and it was

RESOLVED that those Minutes be approved and signed

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

5.1 There were no matters arising which were not included in the agenda.

Members approved that Item (of the agenda be brought forward at this point.

9. To consider and approve any actions following the report of the Grassed Area Working Party
a. To approve the outline draft plans recommended by the Working Party for improvements to the area and to progress to obtaining estimates

b. To approve that Mellor Parish Council submits an application to Lancashire Environmental Fund to help finance tree planting under Lancashire Environmental Fund (LEF) Green Grant

c. To approve that Mellor Parish Council submits an Expression of Interest for LEF Main Grants Programme

9.1 Grassed Area Working Party had met & recommended a draft plan for approval. Residents were informed that the plan could be subject to minor changes. It was noted that the remit for the Working Party was for Grassed Area alone, however the request by the resident for surfacing between items of play equipment would be part of a future Council agenda. Lighting as a deterrent to anti social behaviour was the responsibility of Lancashire County Council, who had previously refused assistance.
RESOLVED that the Draft Plan (subject to minor amendments) be approved and estimates be sought.

9.2 Two prices for tree planting in time for Queen's Jubilee had been received, one more detailed.
RESOLVED that price from Griffiths & Griffin be approved, subject to successful grant application which Clerk was to submit to Lancashire Environmental Fund Green Grants

9.3 Members discussed grant funding for the project overall ,from Lancashire Environmental Fund, potentially other sources, noting the timeframe for the Board decision at 12 October 2022 and
RESOLVED that Clerk submit an Expression of Interest to LEF Main Grants programme

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

- **3/2022/0132 Spread Eagle Hotel – timber pergola & outdoor bar (Emailed 22.02.2022)**

- **No other Planning Applications for consideration in Mellor Parish at time of agenda**
- **Any update on Ribble Valley Local Plan Consultation**
- **Blackburn with Darwen Local Plan Consultation** (emailed to Members 04.02.2022)
- **Cuerdale Garden Village Project** – significant development not yet at application stage

6.1 Members discussed application 3/2022/0132, particular concerns reflected the resident's concerns expressed in Public Session, but also the potential for outdoor music, licence for which was to be investigated. Also of concern was additional covers which could not be accommodated for within parking spaces, giving rise to parking at junction of very narrow roads. It was

RESOLVED that Clerk send in a strong letter of objection on material grounds to the application.

Members of the public left the meeting (except one person) at this point, after thanking Parish Council.

6.2 Ribble Valley Borough Council Consultation on Local Plan was awaited. Cllr. Walsh offered to chase this up with RVBC Strategic Housing Lead.

6.3 Blackburn with Darwen Local Plan Consultation was noted

6.4 Members were notified of a potential Garden Village Project for neighbouring Parish which may have major effect on Mellor.

6.5 Members were informed that South Ribble Borough Council had refused the latest application at the former Windmill Hotel site

7. Financial Matters and Accounts To approve: Bank balances £48,439.01 + £26,094.41 MVH Floor fund + £1,199.72 Scholarship Fund + £74.52 investment Account

To consider & approve; Invoices for payment since 02.02.22

- **EDF War Mem lights DD 1 month** £11.80
- **Parish Clerk salary February** £440.70
- **Clerk & RFO expenses** £138.02
- **R. V. B. C.– newsletter printing** £500.00
- **Charge My Street – MCA car park, previous cheque not sent £600.00** within agreed budget 2020/21
- **To consider and approve any request for support for Churchyard maintenance (£300 given to each of Mellor St. Mary's & Mellor Methodist previously)**
- **To consider and approve any support for MCA to hold Queen's Jubilee events - £1500.00 requested – grant application form sent**

No further invoices beyond schedule at time of agenda

- **To consider any actions regarding reserves held against MVH floor damage**

7.1 Bank balances were noted

7.2 **RESOLVED that invoices as presented be approved**

7.3 Members noted that Charge My Street had not returned to carry out necessary work and it was **RESOLVED that Clerk email to inform them that as work was not done, payment would not be made & their account be closed.**

7.4 Requests for support for the churchyards at Mellor Methodist had been received & was expected from St. Mary's Mellor and it was therefore

RESOLVED that £300 be sent to each Church for churchyard support, subject to their request.

7.5 Grant application from Mellor Community Association had been received and Members **RESOLVED that a grant of £2,300 (as per application) be approved towards Queen's Jubilee events in Mellor. Clerk was to write to Community Association requesting all receipts**

7.6 Members noted that currently no action was to be taken regarding reserves held against Mellor Village Hall floor damage.

8. To consider and approve any actions following The Report from the Play Area Working Party including update on monitoring of antisocial behaviour and to consider quotes received for power washing the play equipment to remove dirt, moss etc.

8.1 Two quotes had been circulated for power washing the Play Area equipment and it was

RESOLVED that Wallace Landscapes Ltd be appointed to carry out the work at a cost of £320.00 & Cllr. Venables be delegated to deal with liaising in order that work proceed as soon as possible.

9. To consider and approve any actions following the report of the Grassed Area Working Party
- a. To approve the outline draft plans recommended by the Working Party for improvements to the area and to progress to obtaining estimates
 - b. To approve that Mellor Parish Council submits an application to Lancashire Environmental Fund to help finance tree planting under Lancashire Environmental Fund (LEF) Green Grant
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9.1 This full item had been brought forward and dealt with earlier in the meeting

10. To consider and approve any actions for recruitment of an Assistant Clerk

10.1 Cllr. Colborn reported on the Working Party work carried out and Members had been circulated with recommended Job Advertisement, Job Description & Person Specification. It was then

RESOLVED that advertisement go ahead, on Parish Council website, with Ribble Valley Borough Council (also Indeed.co.uk), SLCC & LALC, without any cost

11. To consider and approve any further actions for Mellor 2020 Footpath Project including any update from LCC Rights of Way Team regarding publicity & maps

11.1 Cllr. Hymas updated that unfortunately assistance from Lancashire County Council had not yet been available due to workload. Members noted that Ramsgreave Parish Council was supportive of the project & that Ordnance Survey maps could be used, providing copyright rules were followed.

11.2 Members were informed that some Public Rights of Way were blocked and these should be reported.

12. A) To consider and approve any actions for Mellor Community Association: and to accept any report regarding the floor at Mellor Village Hall. *Members to note that MCA Minutes are on their website* <https://e-voice.org.uk/mellorvillagehall/minutes-of-last-mca-meeting/>

B) To consider and approve permission for the erection of a flagpole at Mellor Village Hall (details TBC)

12.1 Members were updated regarding the floor at Mellor Village Hall: whilst the Hall is useable, discussions were ongoing with contractors.

12.2 Clerk had sought details for the flagpole: size, site and location. Since these were not available, Members did not give permission for a flagpole at this stage and clarification on insurance would be required.

12.3 Members were informed that Mellor Community Association may wish to erect new signage. Clerk was instructed to contact Trustees to point out that permission from Parish Council would be necessary and Planning Permission may be required dependent on circumstances. Other potential developments were also reported.

12.4 Clerk was asked to request that Community Association minutes be available on the website, and for contact details for the new Booking Manager for the Hall.

Cllr. Mellor left the meeting at 9.25 due to illness.

Members then RESOLVED to continue the meeting beyond 2 hours in order to complete the agenda.

13. To consider and approve any actions from the Jubilee Working Party Report with budget to commemorate HM Queen's Platinum Jubilee

13.1 Members noted that Parish Council role was essentially co-ordination. Financial support was provided to Mellor Community Association. Details for beacon lighting were discussed and it was **RESOLVED that a budget of £300 be approved for printing of invitations and gas for beacon**

14. To consider and approve any actions for installation of a defibrillator inside the former BT phone box on Mellor Lane and to approve any budget for this work.

14.1 Cllr. Venables agreed to investigate costs for defibrillator, electrician & training

15. To consider and approve any appropriate actions to address speeding throughout the Parish and to receive any report from joint meeting with Ramsgreave & Balderstone PC Chairmen, also update from LCC Officers regarding latest Speed Indicator Devices.

15.1 Chairman reported on meeting held with Mellor Parish Council Vice Chairman, and Chairmen of Balderstone & Ramsgreave Parish Councils. Members noted that evidence that acceptable levels were breached in order to seek action. Chairman would again contact LCC Cllr. Pratt regarding covert Speed Indicator Devices (SPID)

15.2 Clerk reported that no update was available regarding SPID, due to staffing issues, but may be at

County Council Highways Event on 19 March 2022

16. To consider and approve any requests for cost & budget for grit bins, small signs etc from Lancashire County Council Highways, (as per email circulated 17.02.2022)

16.1 Following discussion it was

RESOLVED to request 3 each of grit bins, dog waste bins and litter bins.

Members noted that a new grit bin had been placed at Brundhurst Fold corner.

17. To consider & approve any entry for Lancashire Best Kept Village Competition (details previously circulated by email 31.01.2022)

17.1 Members noted the entry process & 2 meetings to be held. No entry was approved.

18. To consider and receive any Report from the Working Party for Village Enhancements

18.1 Due to other commitments this Working Party had not met & the item was deferred.

19. To receive an update from the Working Party regarding Social Media presence for Mellor Parish Council

19.1 Chairman had circulated his draft suggestions as requested following February meeting, but there being no meeting of the Working Party, this matter was deferred.

20. To receive update reports regarding:

a) Ownership of land at bench opposite 29 Mellor Brow

b) Road subsidence Saccary Lane (Temporary Closure Notice circulated & on website)

c) Potential for CCTV in the Parish – Cllr. Mellor

d) Replacement perspex for Notice Board at Carter Fold – Cllr. Venables

e) Books of Remembrance – Cllr. O’Grady

f) Potential for defibrillator at One Stop shop – Cllr. Marsden

20.1 Clerk was awaiting response from Ribble Valley Legal Dept. on this item

20.2 Part 1 of the works (upper section) had been carried out to high level, however, although Part 2 at lower level was to be carried out at the same time, no work had been commenced. Clerk was asked to follow up.

20.3 Since Cllr. Mellor had left the meeting & no report was available, this matter was deferred

20.4 Cllr. Venables agreed to contact Mr. Bell at Evabel for advice, as Evabel had supplied the notice board at Mellor War Memorial.

20.5 Cllr. O’Grady reported that the Remembrance Project was now accessible via the home page of the website and he was thanked for the work & for the update.

<https://www.mellorparishcouncil.org.uk/the-remembrance-project.php>

20.6 Chairman reported that £500 had been offered towards cost of defibrillator & discussions were ongoing regarding siting, a response from One Stop was awaited. Members noted the importance of the location.

21 . To receive reports from meetings

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

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

21.1 No report had been received from LCC Cllr. Schofield

21.2 Matters regarding RVBC matters had been included within other agenda items

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

a) Village Open Meeting to assess the need for Green Energy – Cllr. Hymas

22.1 Cllr. Hymas reminded Members that Rural Community Energy Fund(RCEF) had facilitated the installation of Electric Vehicle charge points and that a ring fenced Green Energy Grant was still part of RCEF remit for Mellor . However, it was considered that Parish Council powers could limit the scope and decision making process for further work and therefore it was decided that Cllr. Hymas organize an Open Meeting to discuss potential for Green Energy by a process outside of Mellor Parish Council

22.2 Cllr. Hymas reminded Members that the earlier newsletter had surveyed residents. It was an appropriate time to give feedback on “You told us, this is what we did” basis, as a future agenda item.

23. To consider and approve dates and venues for future meetings, noting March & April meetings are set

23.1 Chairman then thanked all for their attendance & input, closing the meeting at 10.10p.m.