

**MELLOR PARISH COUNCIL draft Minutes** met on 3<sup>rd</sup> October 2024 at 7pm

at the Methodist Church, Mellor Lane

Present Cllrs: Jennie Barnes, Emma Dickinson-Gater, Ian Flaherty, John Fletcher, Sharon Hughes, Bernard Murtagh (Chairman), Susan Outhwaite, Robin Walsh, Clerk and 2 Members of the Public

1. Apologies  
**Cllr Proctor apologies due to illness were accepted.**
2. To receive declarations of pecuniary or personal interest.  
**None**
3. Adjourned for the Public session (max 5 mins per person) maximum 15 minutes.

**Resident attended and expressed a wish to volunteer to weed the shrubbery at the War Memorial if more volunteers could be found. The Chair agreed and suggested the Council ask for Volunteers to tidy up the War Memorial on a regular basis.**

4. Reports

4.1 County Council – Cllr Schofield **No report.**

4.2 RVBC Report

**Cllr Walsh advised that the Parish Liaison Committee had recommended homewise.org as recommended workmen for vulnerable residents to adapt homes. The food waste collection system for RVBC was due to change in time.**

4.3 MCA Liaison – Cllr Proctor **No report.**

5. Governance

5.1 Co-option **No interested parties. Suggested to advertise on the Website and Social Media.**

5.2 Policy Update – **Resolved to agree the Grants Policy 24/25.**

**\* [1. Clerk's Report on notes taken during the Meeting as an addendum to the Minutes]**

5.3 Consider and resolve future Meeting location dates

**Resolved to Meet at the Methodist Church, Mellor Lane**

6. Approve Minutes of 5<sup>th</sup> September 2024

**\* [2. Clerk's Report on notes taken during the Meeting as an addendum to the Minutes]  
The Chair did not approve the Minutes or sign them,**

7. An update by the Chair on matters arising since the last Minutes which were not covered on the Agenda

Endeavouring to get one more quote for St Mary's Gate to do the works on the overgrown plants and conifer tree previously resolved up to £600.

Awaiting two more quotes for Play Area tree pruning for the one is over hanging the slide, two near the wall.

Onward have acknowledged the issue at the rear of Brookfield and are going out.

Resident query on a Safety Mirror opposite Elswick Gardens. Response received from LCC advising they do not allow mirrors on the Highway. Clerk making enquiries with the Insurance company on liability.

MCA Halloween Disco 26/10/24 permission was granted MCA Chair advised the Clerk by email the TEN would be applied for this week.

MCA Chair is contacting United Utilities. Clerk preparing documents to send once an incident number has been received. Clerk chased has chased MCA Chair.

Verbal response from RVBC Head of EV on the field at MVH it is for the dog warden to enforce but it is private land so they cannot.

Update on new batteries that Charge My Street are liaising directly with MCA.

8. Financial accounts were considered and approved the Lloyds Bank balance was £75,208.39 and the NS&I War Memorial Scholarship Fund approx. £1,200 unable to access at the time of the Agenda.

8.1 Mellor War Memorial Scholarship Fund Chairty No. 526517 to resolve for the Clerk as the Proper Officer and RFO to be the contact for the Charity Commission to enable access to update the accounts as these are not currently accessible.

**6 Councillors voted on a motion not to agree for the RFO/Clerk to be the point of contact**

\* [3. See Clerk's Report on notes taken during the Meeting as an addendum to the Minutes] Previously resolved for the Clerk to update the details of the NS&I account.

**Resolved Chair signed the forms during the meeting.**

8.2 To receive the quarterly report in accordance with the Financial Regulations.

**No report available at this time.**

8.3 Clerk contractual Overtime Payment July and August sum £2000.40 chq 001853

\* [4. See Clerk's Report on notes taken during the Meeting as an addendum to the Minutes] **Resolved to make the payment Cllrs Hughes and Outhwaite voted against the payment.**

8.4 Council approved the following payments:

- a. Easy websites 36.96 DD
- b. LALC Clerk FOI Training £20 chq 001848
- c. LALC Clerk VAT & New Clerk Training £70 chq 001849
- d. SLCC Bookshop £142.40 chq 001850
- e. Forest & Green Tree Services £1000 chq 001851
- f. Clerk salary M Russell 1<sup>st</sup> Sept-30<sup>th</sup> Sept £866.84 chq 001852
- g. Methodist Church Room Hire Sept £26.00 chq 001854
- h. Playdale interim deposit payment £29,997 chq 001855 £9999, chq 001856 £9999, chq 001857 £9999 under the Power LGA 1972 Sched. 14 para.27
- i. PKF Littlejohn External Auditor £252.00 chq 001858

Awaiting contact from HMRC for NI and Pension no contribution at this time

9. Planning Applications were considered

Application 3/2024/0740 Brigadoon Saccary Lane Mellor BB1 9DW

Applications for full consent Proposed single storey detached double garage with gym/leisure room attached.

**No comments had been received – no action.**

Application 3/2024/0771 Land at Causeway Farm Longsight Road Osbaldeston BB2 7HZ

Outline planning application for up to 9,290sqm of employment development. (Use Class B2 - General Industrial and/or Use Class B8 - Storage and Distribution with access applied for off A59 Longsight Road (all other matters reserved).

**Resolved Clerk to write to the Planning Department with objections from Residents.**

10. Council considered the following matters in relation to the Asset Register.

10.1 War Memorial floor cleaning resolved in the July Meeting Minute item 14.1.  
Path cleaning if required.

**\* [5. Clerk's Report on notes taken during the Meeting as an addendum to the Minutes]**

**Resolved Cllr Flaherty obtain 3 quotes.**

10.2 Clerk advised she had a verbal quote for the Land off Mellor Brow opposite no. 29 and a resident complaint. The works could be much bigger than first anticipated.  
**Clerk to update the Resident about their complaint.**

**Resolved Cllr EDG to obtain 3 quotations.**

**Clerk advised must have a minimum of £5m liability cover.**

**Clerk then also advised Cllr Flaherty the quotes they must have a minimum of £5m liability cover.**

11. Council considered the following: -

11.1 Dog Bins –

**\* [6. Clerk's Report on notes taken during the Meeting as an addendum to the Minutes]**

Cllr Fletcher brought to Council an initiative to purchase, agree siting and location around the Parish. Cannot go on LCC posts. Can be emptied into a normal bin and he volunteered to empty one on Mellor Lane if so positioned.

**Cllr Barnes suggested investigating the Keep It Tidy campaign. Cllr Outhwaite suggested a normal bin on Mellor Lane. Clerk to investigate further.**

**Resolved to Defer**

11.2 Road Safety – Cllr Fletcher updated that the group hadn't met, and we were awaiting an update on the current position in relation to the Speeding initiative we had joined. Pedestrian Safety was an issue not just speeding. Discussed writing to everyone in the Parish to get their views. More work needs to be done first.

11.3 A flagpole at the War Memorial was discussed by Cllr Fletcher. Advised Mellor Village Hall had a flagpole. **Resolved no further action.**

11.4 Agreed to purchase one of the two defibrillators suggested for the phone box on Branch Road.

**Resolved under the power Public Health Act 1936, s234 to spend up to £1100 including supply and to make a purchase if necessary, between meetings. Clerk to progress.**

11.5 Christmas Tree and base located at the Play Area. Cllr ED-G suggested Longsight Nurseries and Bannister Hall. **Deferred to November Meeting JP item**

b. Lights for the tree - to purchase **Deferred to November Meeting JP item**

c. Electricity supply for lights **Deferred to November Meeting JP item**

d. Schools to participate in making decorations for the tree. Discuss equipment, costs and prizes. **Deferred to November Meeting JP item.**

12. St Mary's Garden's Play Area – REPF Grant Funding and Enhancements

12.1 Council considered making an alteration to the previously resolved motion in the Minutes of 5<sup>th</sup> June 2024 item 13.3 where it was agreed to submit an application in accordance with the update of the Play Area Committee.

**Resolved unanimous**

Council considered the further costs of £1995 as the grant received was less than applied for.

**Resolved unanimous**

12.2 Council considered two quotes from Playquest and Playdale for the alterations to some existing equipment

**Resolved to accept the quote of £2880 from Playquest. Clerk to progress works.**

12.3 Consult with immediate neighbours of the park regarding the nuisance clause and planned enhancements.

**Resolved Clerk to write**

**The Chair agreed to the meeting continuing for more than two hours in accordance with Standing Order 3x and Council resolved to continue.**

12.4 Formal Offer received 27/09/24 *circulated to Councillors prior*

**Resolved for the RFO to sign**

12.5 Council considered and agreed for Clerk to sign for the Playdale order and agreed the deposit of £29,997 following receipt of the Offer of the REPF Grant. (LG Act 1972 Schedule 14 para 27)

**Resolved Clerk to sign**

13. Remembrance Day and Wreath arrangements

Clerk advised a wreath had been donated by a resident who wished to remain anonymous.

**Resolved Cllr Flaherty attend and place the donated Wreath.**

14. Matters by Members for the next Agenda ONLY no discussion or debate  
**None**

Mellor Parish Council will next meet on 7<sup>th</sup> November 2024 at 7.00 pm location Methodist Church, Mellor Lane, Mellor  
Chair closed the meeting at 9.20 pm

PROPER OFFICER REPORT – ADDENDUM to the MINUTES of the MEETING 03/10/24

*1.	<p>Cllr Outhwaite queried if the Policy update was agreed could it still be amended because she did not agree with the policy that any grant had to benefit 20% of the residents and wanted to use a common-sense approach to grants. She deferred to Cllr Barnes who agreed it should be an overall amount and the Policy could be altered by Full Council at a later date. The Proper Officer advised that the Policy was out of date as it had figures from 2019 and not the current figures for 24/25.</p>
*2.	<p>Chair disputed the Minutes. Queried item 7.3 but referred to 7.5 in the September Minutes occurred. Clerk had her notes and Cllr EDG read with the Clerk that Cllr Fletcher proposed and Cllr Flaherty seconded and that it was a majority vote of 5. Chair refused that this item had occurred at all. Further disputed items. The Clerk advised they needed to vote to agree the Minutes and make an amendment. Chair refused to sign stating advice from LALC. The Clerk did not advise further on this point.</p>
*3.	<p>Chair advised that he thought that as Cllr Barnes is an expert she should be the point of contact. Cllr Barnes advised whether keeping the charity was necessary and was more work for the Clerk. Also the email address associated with it was the MPC Clerk email. Clerk agreed with the email address and stated there was a new system and she could not access it without a Minuted item so that the Charity Commission could re-set the password. Further advised that she should be the contact to bring the overdue accounts back to order as the RFO. Cllr Outhwaite asked how overdue they were and that leaving them overdue wouldn't make much difference. Cllr Barnes advised that a Trustee could be the point of contact. Chair advised he wished vote on a counter proposal not to agree and was baffled that an expert was not being suggested as the point of contact. Clerk advised they simply needed to vote on the Agenda item as stated.</p>
*4	<p>Chair advised Council that the Clerk cannot claim overtime unless by prior approval of full Council. He stated this has always been the case and a previous Clerk tried but was not allowed to claim the overtime. They need to come forward and Council need to agree on whether the time is necessary, Council will then vote and then they can do the overtime. Cllr Barnes advised that if it had been worked and it was a contractual payment the Clerk should be allowed the overtime payment. Cllr Outhwaite asked what it was for how much and for when. Cllr Hughes said she had been given the information and advised it was for £2000 and had an A4 piece of paper which she held. Cllr Walsh proposed and Cllr Fletcher seconded. Chair made a remark which was challenged by RB, JF and the Clerk. Chair disagreed with voting on the payment. He said it should be deferred and Council should discuss. Clerk advised they simply needed to vote to approve the payment like any other. Cllr Barnes agreed if it was a contractual payment to vote should be taken.</p>
*5.	<p>Cllr Barnes suggested to take the burden off the Clerk that Cllr Flaherty be in charge of the cleaning. Cllr Flaherty stated the Millstone would allow the use of electricity and neighbours on Stoops Fold would provide water. Cllr Walsh advised RVBC applied salt last year. Clerk queried if it needed cleaning as didn't seem slippery 2 days ago. Debated volunteers to clean it with their jet washers. Clerk advised against.</p>
*6.	<p>Chair advised Council he was unhappy that the Clerk had allocated an item to a Councillor and as far as he was concerned only to Council could allocate items. The Clerk explained that there was no word stating "allocated" on the Agenda. Each Cllr sends agenda items and they are placed in order of receipt. This is Cllr Fletcher's agenda item for him to update and similarly items 11.4 onwards were Vice Councillor Proctor's items. JP Chair re-read without adding the word allocated.</p>