

MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL

on Thursday 4th April 2024 following on from the Annual Parish Meeting which started at 7 pm and was held at Mellor Village Hall

Present: Councillors: Stella Brunskill (Chair), Emma Dickinson-Gater, Sharon Hughes, Ian Flaherty, John Fletcher, Bernard Murtagh, Jennifer Proctor (Acting Clerk)

Also in attendance: 8 members of the Public

1.	To receive and approve any apologies for absence. 1.1 Cllr Walsh sent apologies he was attending a meeting as a Borough Councillor.
2.	To receive declarations of pecuniary or personal interest. 2.1 None received.
3.	Adjournment for Public session (max 5 mins per person) <i>3.1 A resident brought to Council's attention that the gate on the Play Area was still not in a state to gain access with a pram despite being brought to its attention last year. Asked the Council to explore other ideas to make it easier for residents.</i> <i>3.2 A Resident wished to report the grass verges around St Mary's Gardens had sustained damage by HGVs delivering to the local shop and the Refuse Collection Lorry. A large vehicle was parking on the footpath on Glendale Drive.</i> <i>3.3 A resident suggested to the Council that they look into removing the verges and replacing with parking bays.</i> SB advised residents to ring LCC and report it and obtain a reference number, the more reports the better. (Clerk advised no response during the session but to advise to email the Clerk with their concerns.)
4.	To discuss and move to resolve to fill the vacancy by way of co-option following the resignation of Cllr Colborn from interested parties. 4.1 Resolved Miss Susan Outhwaite be co-opted by way of unanimous vote.
5.	To resolve to confirm the Minutes of the Parish Council Meeting held on 7 th March 2024 circulated to Members. Resolved that those Minutes be accepted and approved.
6.	Any Matters arising from the minutes not covered on this Agenda JP Acting Clerk brought to Council's attention for their information: 6.1 The forms for the Bank signatories will be signed this evening and sent off to Lloyds with a letter to change the bank address. 6.2 JP in the process of finding an Auditor. Enquiries made with three and one by email and telephone with no response. 6.3 JP currently compiling the AGAR figures and documents. 6.4 JP in the process of updating HMRC. This has not been done in quite some time and MPC may incur a penalty. 6.5 JP advised that the Finance Committee did not agree to any figure from the MPC Budget to go towards the matching of the grant application for the Prosperity Fund from Ribble Valley Borough Council. During JP looking to complete the form as Acting Clerk a telephone call to the Director of Finance necessitated. JP was passed onto the appropriate person Hassan Ditta. He advised that MCA as a registered charity must complete this form themselves not the Council and approach MPC for their agreement as the Lessor in writing to supplement their application. To date, MCA has not approached the Council for any funding towards the car park by way of a grant application. 6.6 JP advised no forms for the £500 grant received despite further advising the Chair of MCA where this document is on the website. 6.7 The next Finance Committee Meeting was not set. This will need to be an Agenda item at the meeting in May. 6.8 A freedom of information request had been received and was being dealt with.

7.	<p>To consider the response received from Mellor Community Association in relation to the relocating of the 7 Saplings to Mellor Village Hall.</p> <p>7.1 JP advised that at the MCA meeting they will only accept 4 of the saplings but have not stipulated by email which 4. JP understood it was the 4 smaller ones. SB suggested the other 3 be moved elsewhere but thought the Memorial was not a suitable place. MCA are not in a position to accept any trees at present and agreed to leave the trees under the care of Thwaites for the time being.</p> <p>Resolved Acting Clerk to chase MCA Chair for response email and notify Thwaites about the delay in relocation.</p>
8.	<p>Financial Matters and Accounts To consider & approve; Bank balances £59,387.71</p> <p>Easy websites for support £36.86 DD</p> <p>Resolved to approve the amounts.</p>
9.	<p>To resolve any motion in relation to obtaining legal advice in relation to the Lease between the Council and Mellor District Community Association brought forward from the Finance Committee Meeting.</p> <p>Proposed SB Seconded IF Voted unanimously</p> <p>Resolved JP to write to Taylor's Solicitors and enquire about MPC responsibilities in relation to the Lease and as the current Lease is missing ask for a copy.</p>
10.	<p>Update from the Finance Committee Meeting held on 21st March 2024 by the Chair on the evening Cllr Fletcher.</p> <p>JF informed Council he was swapping Agenda item 10 and 11 around. JF read out the draft Finance Committee Minutes held on 21st March 2024 circulated to all Cllrs at the beginning of the meeting.</p> <p>JF advised it was important to set further finance meeting dates.</p> <p>SB suggested changing the Burgess book token to a gift card rather than a cheque.</p> <p>JF advised that the Finance Committee had not agreed the Budget.</p> <p>JP as Acting Clerk advised that she had recorded all Budget items had been agreed with the exception of the £5000 for the Village Hall which Councillors deferred until legal advice had been received.</p> <p>Resolved that the budget had not been set.</p>
11.	<p>Update from Cllr Fletcher on Community Engagement previously deferred</p> <p>JF gave an update that he wanted to make better use of Social Media to engage with the Parish on Facebook and making the website more user friendly as it was one dimensional. Outreach was a necessity and making a more visible presence for the Council. JF advised posters in all local shops</p> <p>SB suggested coffee mornings at the Village Hall.</p> <p>JF will update at the next meeting.</p>
12.	<p>To consider any response to be made to planning applications:</p> <p>3/2024/0135 Variation of Condition from planning 3/2022/1053 Proposed single storey extension to rear, new roof and extending internally into 81 Mellor Brow. Removal of existing single storey side extension, garage and garden outbuilding 83 Mellor Brow, BB2 7PN</p> <p>3/2024/0142 Proposed installation of two air source heat pumps Longshaw House, Barker Lane, BB2 7EE</p> <p>3/2024/0110 Proposed Single-storey detached double garage with gym/leisure rom attached. Brigadoon, Saccary Lane, BB1 9DW</p> <p>No responses or objections</p>
13.	<p>Matters brought forward by Members FOR INFORMATION ONLY NONE</p>
	<p>The Meeting ended at 8.57 pm</p>
<p>The next meeting will be the Annual Parish Council Meeting to be held on 9th May 2024</p>	