

Local Government Act 1972

MINUTES OF THE MEETING OF MELLOR PARISH COUNCIL

which took place on 5th June 2024 at Mellor Methodist Church, Mellor Lane commenced at 7.00pm

Present Cllrs: Stella Brunskill, Emma Dickinson-Gater, Ian Flaherty, John Fletcher, Sharon Hughes, Bernard Murtagh (Acting Clerk), Susan Outhwaite, Robin Walsh, Jennifer Proctor and 2 Members of the Public

1. To receive and approve any apologies for absence.
None received.
2. To receive declarations of pecuniary or personal interest.
None received.
3. Adjournment for Public session (max 5 mins per person) maximum 15 minutes
No public participation.
4. To discuss and move to resolve to fill the vacancy by way of co-option following the resignation of Michael O'Grady from interested parties.
No interested parties present.
5. To resolve to confirm the Minutes of the Parish Council Meeting held on 9th May 2024 circulated to Members.
Proposed RW Seconded SO the Minutes were duly approved by a unanimous vote and signed by the Chairman.
6. Any Matters arising from the minutes not covered on this Agenda *FOR INFORMATION ONLY*
 - 6.1 **BM advised that a volunteer was required to attend to Highways Committee Meeting on 12th June 2024 as JF had sent his apologies. EDG will attend on behalf of MPC.**
 - 6.2 **JP advised that despite the bank signatories being accepted by Lloyds they closed the case without notice, citing the Resolution had not been received. She advised this was the second time it had been sent and had postal receipts. BM advised that as Acting Clerk he would write to Lloyds to make a complaint and ascertain the next steps.**
7. Update from the Chair of the Finance Committee on the Meeting held on 23rd May 2024.
 - 7.1 **Cllr Outhwaite gave the update as follows:**
The Chair was appointed hence I am giving you the update and VC appointment was deferred until the next meeting. We discussed trying to keep spending to a minimum as our current outgoings without Village Enhancements are circa £25,800 and that will leave us with £47,000 and therefore although we will have a balance to carry forward over the next 3 years, we need to allot £10,000 a year for projects and any unforeseen costs e.g. Mellor Community Association may ask for a Grant for assistance. Bearing in mind the precept was set at £27,250 for this financial year 24/25. The Audit by Diane Harvey the new Internal Auditor is well on the way with some minor outstanding documents to be sent and we will meet the deadline date of 30th June 2024. We discussed the NS&I account but we are hoping the new clerk, when I place will proceed with this deferred until July 2024 meeting. We agreed the budget conservatively and recommended it be brought to full council and the forecast for 3 years. You can see we have some allotted funds for the War Memorial, work on our assets which is tidying up the overgrown trees on St Mary's gate and area we own on Mellor Brow opposite 29. We need to look at the phone box purchase and defibrillator installation on Branch Road. Agreed but not progressed. We have much to do but a healthy start as you can see from the draft Finance Minutes circulated. The Play Area and field have a budget of £6,000.
8. Financial Matters and Accounts were considered & approved Bank balance £86,563.69
 - 8.1 Payments were approved follows:
 - a. **Easy websites for £36.96 DD**
 - b. **LALC Subscription £446.52 cheque 001828**
 - c. **Lancashire Environmental Fund £1000.00 cheque 001829**
 - d. **Clear Insurance Management Ltd £4723.76 cheque 001830**

- e. **HMRC PAYE £246.10 cheque 001832**
 - f. **Mellor Juniors Football Club Grant £500.00 cheque 001833 invoices after the schedule at the time of posting the Agenda**
 - g. **MCA £500.00 King's Coronation Grant cheque 001831**
 - h. **Taylor's Solicitors Legal Advice £1056 incl VAT of £176.00 Cheque 001834**
 - i. **SLCC Membership £200.00 cheque 001835**
- 8.2 It was agreed that a replacement bank signatory for Michael O'Grady who had resigned be **Cllr JP was proposed by EDG Seconded by IF Unanimous vote for her to be the fourth bank signatory.**
- 8.3 To approve the Budget for 2024/25 and three year forecast which had been recommended by the Finance Committee and circulated prior. **Resolved to accept the Budget and forecast Proposed by JP Seconded by RW and voted unanimously by FULL Council to approve the Budget.**
9. To agree to hold an EGM to approve the AGAR 2023/2024 on Thursday 27th June 2024. **It was resolved by a unanimous vote Proposed by EDG and Seconded by JF to hold the EGM on Thursday 27th June 2024 at 7 pm at the Methodist Church, Mellor Lane, Mellor**
10. To consider and resolve any actions in relation to the War Memorial
- 11.1 Discuss Electricity solutions **Acting Clerk to make enquiries**
- a. benches **Acting Clerk to find out about grants and costs**
 - b. maintenance of paths and plants and foliage
 - c. cleaning of the area H&S in readiness for the Remembrance Day Service
 - d. Christmas Tree and lights **Acting Clerk to enquire about RVBC grants.**
- After discussion Council agreed in principle and would defer until July when the Acting Clerk would bring an update to Council.**
11. To consider any response to be made to planning applications:
Circulated to Council by email after the Agenda was posted
- 3/2024/0409 83 Mellor Brow, Mellor** Regularisation of demolitions and erection of two storey side and rear extension and single storey rear extension, new roof including photovoltaic panels and rooflights. Demolition and erection of replacement retaining wall along Mellor Brow.
- 3/2024/0401 Barn at Lower Abbott House Farm Abbott Brow Mellor BB2 7HT** Approval of details reserved by conditions 3 (materials), 4 (archaeological record), 5 (drainage scheme), 6 (landscaping scheme), 8 (highway proposals) and 15 (external lighting scheme) of planning permission 3/2023/0580.
- No comments made or received**
12. To consider and resolve for Mellor Parish Council to undertake and commission the cost of the resurfacing of the car park at the Village Hall which is Leased to Mellor and District Community Association.
After discussing the Legal Advice which had been circulated to Council prior to the Meeting, Council did not Propose any Resolution and noted the Expression of Interest Application had been closed. RW advised it would be unwise not to follow the advice.
13. The Chair advised Council it was necessary to swap Agenda Item 8 to Agenda Item 13 no objections were raised.
- 13.1** To agree the Terms of Reference of the Play Area Committee 2024
Voted to accept unanimously Proposed by SO Seconded by EDG so adopted.
- 13.2** To Consider any actions following an update from the Chair of the Play Area Committee 2024
SAH informed Council the Chair is me the Secretary SO present were IF as a Committee Member and BM as Chair in ex-officio capacity. We conducted an inspection of the Playground and filled out a report. We noted the gate opening issue which has been resolved as a temporary measure. We are aware of dog exercise on the field and have now had a post put on the Parish Council website and our Facebook page to advise this is not allowed. We are following up with the dog warden for signs which has not been done from a previous complaint in 2022. The Clerk is to contact them. We noted the lock is broken on the access for the double gates to allow the mower access. We are looking

at a new one with a code combination. We are exploring a sign for play at your own risk which the Clerk is to follow up and consult Ribble Valley. We want to connect the paths, make it user friendly for all and upgrade the equipment to aged 12. We have a provisional quote of £50,000 and have a budget of £6,000 and are hoping we can secure the REPF Grant for the other. We have appointments for contractors to visit to discuss options. The park is not suitable at the moment and benches need to move and provide an outdoor gym for children. Make it accessible for all including disabled access and hopefully address the field and make some outlines for a snail type path burned into the ground (we appreciate the grass cutting height needs addressing which we are progressing with the Clerk). We propose to donate any of the existing equipment to Balderstone Parish Council for the play area on Feildens Farm Lane and will write to them in due course as the process is voted upon when it is brought back to Council with the plans and fixed costs. **Acting Clerk to follow up items above.**

13.3 The Chair BM asked as part of the consideration for any action if Council wished to resolve to submit an application for an Expression of Interest to the REPF Fund in relation to this Agenda Item. It was Resolved by a Unanimous vote, Proposed by SAH and Seconded by SO that the Acting Clerk would submit the application.

14. To receive reports from meetings

14.1 LCC Report – **None**

14.2 RVBC Report – **RW stated Cllr Louise Edge is the new Mayor**

14.3 Items for consideration for the RVBC Parish Council Liaison Meeting **None**

15. Matters brought forward by Members **NONE**

16. Staffing Committee to discuss Applications for the Clerk's vacancy

The Chair asked that Public and non-committee members leave

Mellor Parish Council will next meet on 11th July 2024 at the Village Hall

The Meeting closed at 8.12 pm

Dated 6th June 2024

Bernard Murtagh Acting Clerk