

MELLOR PARISH COUNCIL MINUTES

of the Meeting held on 7th November 2024 commenced 7.02 pm at the Methodist Church, Mellor Lane
Present Cllrs: Jennie Barnes, Ian Flaherty, John Fletcher, Sharon Hughes, Susan Outhwaite, Jennifer Proctor (Vice Chair), Robin Walsh, Clerk and 4 Members of the Public, County Cllr Schofield arrived later.

1. Chair for the evening accepted as Vice Chair Jennifer Proctor in the absence of the Chairman.
Resolved
2. Apologies for absence.
Cllr Emma Dickinson-Gater work commitment apologies were accepted.
3. To receive declarations of pecuniary or personal interest.
None
4. Adjournment for the Public session
A resident spoke about safety concerns exiting onto Mellor Brow from Elswick Gardens – which they thanked and appreciated Council debating at a later item on the Agenda.
5. Governance
 - 5.1 Co-option **no interested parties**
 - 5.2 Finance Committee **Withdrawn item**
6. Approve Minutes
The Minutes of 3rd October 2024 were accepted and signed by the Chair on the night.
7. Update on matters arising since the last Minutes not covered on this Agenda.
 NS&I Account updated to Clerk details.
 Grants from LCC Local Delivery Scheme received £500.
 PROW team had done remedial work on FP51 adjacent to Glendale following a resident complaint.
 Vegetation cut back but no funding to patch up the path.
 Clerk chased Onward in relation to unsatisfactory repairs rear of Brookfield near the Garage. Supervisor to attend on 28th November to survey.
8. Finance to Approve balances Lloyds Bank balance £40,610.15 NS&I £1,200
 - 8.1 War Memorial Scholarship Fund Chariry No. 526517
Resolved for RFO to update the accounts following receipt of new login details with the Charity Commission.
 - 8.2 To receive the year-on-year report in accordance with Financial Regulations. **Not provided**
 - 8.3 Payments to approve.
 - a. Easy websites 36.96 DD
 - b. LALC Training Clerk & Councillor £80.00 chq no 001859
 - c. LALC Training RPII Course £150 chq no 001860
 - d. Clerk salary M Russell October £866.84 BACS
 - e. Office Expenses Stamps & Search M Russell £23.00 chq no 001861
 - f. Methodist Church Room Hire 3½ hrs £45.50 chq 001862
 - g. Playquest Inspection 31/10/24 £360 chq no 001863**All bank balances and payments were approved.**
9. To consider any Planning Application
 Approval of details reserved by condition 12 (archaeological survey) of planning permission 3/2019/0190. Mill Cottage, Mellor **No comments**
10. Reports from County Council
Resolved to move the item from Agenda item 4.1 – County Cllr Schofield advised he had to attend another remembrance service, would place a wreath at Mellor War Memorial later. Would assist in any bus shelter issues.
11. Council considered the following matters in relation to the Asset Register.
 - 11.1 War Memorial to consider quotes for cleaning.
No written quotes were received.
 A Resident as a Veteran cleaned the paths. JB expressed her gratitude.
 VC JP wished it to be noted that the Council were not involved and quotes should be received in the future in accordance with Standing Orders once resolved.
 - 11.2 Land off Mellor Brow **Resolved to accept the quote for £3189 + VAT from Colin Avison and Clerk to instruct the Contractor to commence with the works.**
 - 11.3 **Resolved to spend up to £2000 on Benches for the play area.**

Deferred approving benches at the War Memorial.

11.4 **Resolved to accept the quote of £780 from Forest & Green to prune trees on the play area. Clerk to instruct the Contractor to commence with the works.**

11.5 **Resolved to accept the quote of £480 from Forest & Green to prune St Mary's Gate shrubs. Clerk to instruct the Contractor to commence with the works.**

11.6 To Consider a handyman.

Council discussed the benefit of the services of a handyman for 4 hours per month to maintain the Council's assets. Agreed this would reduce future expenditure with regular upkeep.

Resolved to use the services of Northwest Tree Clinic at a cost of £148 per month. Clerk to inform the Contractor.

12. Council considered and debated and resolved to suspend its Financial Regulation in accordance with 19.2, 5.8 and 5.9 and Standing Orders 18c and 18d. The Clerk had endeavoured to provide 3 quotations for all items. Council therefore accepted to consider the quotes before them.

12.1 To consider the purchase of a new bus shelter Mellor Lane outside of the Spread Eagle – Cllr Fletcher advised the necessity of a replacement bus shelter from resident requests.

Following the building of a new wall the old one had been removed. LCC were unable to assist as it is outside of their boundary. Greene King are considering allowing this.

Resolved to accept the quote from Euroshel in the sum of £3870 + VAT fitted. Clerk to contact Greene King and gain approval of the replacement bus shelter and progress the order.

12.2 Agree the purchase cost defibrillator for the kiosk on Branch Road under the power Public Health Act 1936, s234. **Resolved to increase and Clerk to purchase at a cost of £1200.**

12.3 Agree the cost of the Christmas Tree and base located at the Play Area **Resolved to accept the quote from Barton Park Farm £90 for a tree and base delivered. Clerk to purchase.**

b. Consider the purchase solar lights for the tree. **Resolved to spend up to £39.99 and Clerk to purchase.**

c. Consider the cost to purchase decorations for the school children to decorate the tree. **Resolved for the Clerk to contact both schools and spend up to £99.98 on baubles for the schools. Clerk to purchase.**

d. Consider purchasing 7 x £10 book tokens as prizes for best decoration. **Resolved to include both schools approved for WH Smith Vouchers total spend £140.00 once the Clerk has made contact. Clerk to purchase Vouchers.**

12.4 Consider the quotes for new signage on the play area.

Resolved to agree the quote from Ribble Valley Signs of £250. Clerk to arrange and order.

12.5 Purchase of a safety mirror opposite Elswick Gardens entrance on Mellor Brow.

Council considered at length and heard from Cllr Schofield. Clerk had circulated information prior.

Resolved to spend up to £600 on a safety mirror and pole if the resident agrees to placing on their property a safe distance from the highway. Clerk to enquire with the resident. Contact a contractor to install a pole, write to road safety about the junction. Look into a disclaimer sign. Clerk to update once contact has been made with the resident.

13. Council resolved to suspend standing orders and continue the meeting beyond 2 hours. St Mary's Garden's Play Area – REPF Grant Funding and Enhancements

13.1 **Debated and Council resolved to spend up to £3000 for a path from the gate, Clerk to approach Playdale the Contractor to arrange. Accepted the revised quote of Playquest £2139 +VAT for remedial works to the equipment.**

13.2 To consider nuisance complaints from the immediate neighbours of the play area.

Council debated closing times. Named Vote: JP Proposed RW Seconded In favour JP RW Not resolved. Resolved Clerk to send a letter to residents' complaints and proposed upgrade.

14. Matters for information by Members for the next Agenda ONLY no discussion or debate.

None

Next meeting 5th December 2024 at 7.00 pm Mellor Methodist Church on Mellor Lane, Mellor

Meeting ended at 9.15 pm

Dated 15th November 2024