Thursday 26 January 2023

***THURSDAY 02 FEBRUARY 2023*** *at*

***Mellor St Mary C of E Primary School, Brundhurst Fold, Mellor***

*commencing at 7.00 p.m.*

Local Government Act 1972

**MELLOR PARISH COUNCIL**

**AGENDA**

1. **To elect a Chairman for Mellor Parish Council**
2. **To receive and approve apologies for absence**
3. **To receive declarations of pecuniary or personal interest**
4. **Adjournment for Public Session (Max 5 minutes per person)**

**4a) Police Sgt. Kevin Day or a Colleague will update on matters pertaining to Mellor**

1. **To resolve to confirm the Minutes of the Parish Council Meeting held on 12 January 2023**
2. **Matters arising from the minutes not covered on this Agenda FOR INFORMATION ONLY**

To receive any update following Licensing Hearings re. Everything Retreat & Stanley House Marquee

1. **To consider and approve any urgent actions following Councillor resignations:**
2. **To consider and approve any arrangements for the Casual Vacancy on Mellor Parish Council (Cllr. Marsden)**
3. **To consider and approve the Report and any actions from Finance Committee** Meeting held 26.01.23 including finalizing Payroll
4. **To consider and approve any amendments to Mellor Parish Council’s bank mandates**
5. **To consider and approve any response to be made to Planning Applications**

* **3/2022/00155 & 1156 - Lower Reaps Farm, Whinney Lane** refurbishment of existing farm house, conversion of existing attached and detached barns to create three new dwellings, conversion of outbuildings for associated residential use and external works. Resubmission of 3/2022/0727 and 3/2022/0729 **-** circulated to Members 16.01.23

1. **To consider and approve any Report & recommendations from Open Space Working Party Meeting 30.01.23**
2. **To consider and approve any actions for Internal Audit and AGAR process at year end 31.03.2023**
3. **Financial Matters and Accounts To approve: Bank balances**

**Current Account as at 01.02.23: £45,601.60** **+ £26,094.41 MVH Floor fund**

**+ £1,218.15 Scholarship Fund**

**To consider & approve; Invoices for payment since 01.12.22 inc those approved at Finance Committee 26.01.23**

1. **Easywebsites monthly DD for support £33.60 DIRECT DEBIT**
2. **Net salary Clerk January inc backpay £ 837.80** Finance Committee approved
3. **HMRC PAYE & NIC E’ers for January £129.59** Finance Committee approved
4. **Clerk’s expenses to date £146.16** Finance Committee approved
5. **To consider and approve any quotations for electrical installation & other alterations to the former Phone Box for the defibrillator installation**
6. **Potentially Invoice x 2 for Share Energy £4,199.06 (inc £699.84 VAT)**

**£17,400.94 (inc £2,900.16 VAT)**

Members to note that LCC has issued Purchase Order for Share Energy £21,669.95 (VAT is to be reclaimed by MPC once payment made to Share Energy when funds rec’s from LCC

1. **Potentially invoice for MVH Floor £23,921.85 + VAT = £28,706.22**

**No further invoices beyond schedule at time of agenda**

1. **To consider and approve any actions for installation following the Speed Indicator Report**
2. **To consider and approve arrangements for drop-in sessions & responses to any issues raised   
     
   a) Members’ rota for Parish Council attendance of coffee morning at MVH.** Members to note that Cllrs Brunskill, & O’Grady will attend on 04 February 2023
3. **Matters brought forward by Members and Staff FOR INFORMATION ONLY**
4. **To consider and approve any arrangements for Staff recruitment, the process for this & delegating of responsibility for recruitment**

**Members to note that, as a Staff Matter they must by resolution exclude Press & Public for this item of the agenda**

**To note the next scheduled Parish Council Meeting will be held on Thursday 02 March 2023 which should be preceded by the Annual Parish Meeting for all local groups**

Teresa Taylor ( Parish Clerk)