

MELLING PARISH COUNCIL

To: The Chairman and Members of Melling Parish Council

You are hereby summoned to attend an Ordinary Meeting of the Council which will be held by telephone conference accessed by calling 020 3051 3255, entering Room Number 786951 and entering PIN number 1982 on Tuesday 14th April 2020 at 7.30 pm for the following purposes:

AGENDA

1. **Apologies for Absence.**
2. **To consider and approve the Minutes of the Ordinary Meeting held on 10th March 2020.**
3. **Declarations of interest** - Members are requested to give notice of any interest relating to any item on the agenda.
4. **To adjourn the meeting to receive public comments.**
5. **2020 Awards Evening.**
Members are asked to consider the likelihood that the awards evening planned for June may need to be postponed due to the ongoing coronavirus situation and to authorise the clerk to action a postponement should it become necessary closer to the time in line with government guidelines.
6. **Training**
Members are asked to consider and approve the booking of a training course for Councillors through LALC to be delivered at a venue local to Melling on a date to be agreed in the future subject to government guidelines and the availability of the trainers and all Councillors at a cost of £190.
7. **Repairs to Chain of Office**
Members are asked to consider and approve the following costs for repairs to the chain of office and pendant:
 1. To dismantle the sterling silver gilt pendant, repair the vitreous enamel and re-finish in polished hard gold plate at a cost of £355 plus VAT;
 2. To repair chipped enamel on the chain and re-finish in polished hard gold plate at a cost of £330 plus VAT.
8. **Items Actioned Under Delegated Authority.**
Members are asked to note the following items that have been actioned under delegated authority:
 1. Grant payment to Melling Community Volunteers
After obtaining the agreement of a majority of Councillors a grant payment of £500 has been made to Melling Community Volunteers, however, it has

since been advised that the group have no bank account and are unable to bank the cheque;

2. Purchase of replacement name badges
Two replacement name badges have been ordered at a cost of £14.34;
3. Serviced call conference system
In order to facilitate remote meetings under new legislation a conference call management company has been engaged to manage the remote meeting on 14th April 2020 at a cost of £75 plus VAT.
(For information purposes only - No decisions may be made under this item.)
9. **Application for grant from Melling Community Volunteers.**
Members are asked to consider the application for grant funding of between £500 and £1000 from Melling Community Volunteers.
10. **Damage to Cars in and around Satinwood Crescent.**
Members are asked to consider reports of damage to cars in and around Satinwood Crescent.
11. **To receive reports of meetings.**
(For information purposes only - No decisions may be made under this item.)
12. **Correspondence.**
Members are asked to consider any correspondence which may have been received and respond.
13. **Planning Applications.**
Members are asked to consider the planning applications set out in the schedule of planning applications circulated and also available on Sefton Council's website.
14. **Sefton's Local Plan Supplementary Planning Documents.**
Members are asked to review the supplementary planning documents listed at www.sefton.gov.uk/newspd and consider whether a response is required.
15. **Accounts paid and for payment.**
Members are asked to agree the payments set out in the schedule of payments circulated.
16. **Remote Meetings.**
Members are asked to agree to continue the engagement of a conference call management company for all meetings that are required to be held remotely in accordance with government guidelines at a cost of £75 plus VAT per meeting.

J Farrar

Miss J Farrar
Clerk to Melling Parish Council
8th April 2020

Item 2

MELLING PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF
MELLING PARISH COUNCIL
HELD ON 10th MARCH 2020 AT MELLING PRIMARY SCHOOL

Present: Cllrs: A. Kyle (in the chair), Baines, Hope, S.Kyle, Rigby and Rogers.

2678: Apologies for Absence

Cllrs Baker, Carr, Clatworthy, Harrison and Todd.

2679: Minutes of the Ordinary Meeting held 11th February 2020

RESOLVED that the Minutes of the Ordinary meeting held on 11th February 2020 be approved as a correct record.

2680: Declarations of Interest - Members are requested to give notice of any interest relating to any item on the agenda.
None.

2681: Public Participation

None.

2682: Awards Evening

RESOLVED that:

1. The event would be held at the ratepayers on Tuesday 30th June 2020 with a start time of 7.30pm;
2. A budget of up to £1,500 be set for the event;
3. The event categories would be the same as in previous years;
4. The event working group would complete all event documentation.

2683: Grant to Scouts for Defibrillator

RESOLVED that a grant of £750 would be made to the Scout group towards the purchase of a defibrillator.

2684: Grant to Melling in Bloom for Planters

RESOLVED that a grant of £1,810.20 would be made to Melling in Bloom towards the purchase of planters.

2685: Grant Awarding Policy

RESOLVED that the Grant Awarding Policy be approved as drafted.

2686: Training

RESOLVED that:

1. Cllr Rigby would attend the Chairmanship course on 8th October 2020 at a cost of £25.00;
2. The clerk would make enquires with LALC as to the cost of holding new councillor training locally.

2687: Reports of Meetings

Cllrs A. Kyle and S. Kyle reported on their attendance at Maghull's Civic Award Ceremony.

Cllr Carr reported on his attendance at the appeal hearing in respect of planning application ref DC/2018/00844 and also a meeting in respect of a planning application submitted at the site of Ashworth Hospital.

Cllr Rigby reported on her attendance at a meeting regarding Aintree festival. The reports were noted.

2688: Correspondence

Cllr Hope reported on correspondence from a group of residents requesting bins to be placed at Rock Lane.

Cllr Baines reported on correspondence sent to Sefton regarding 2 pot holes outside the school and also faulty street lights.

Cllr Rigby reported on correspondence to Sefton regarding faulty street lights. Correspondence received was noted.

2689: Planning Applications

Members considered the planning applications set out in the schedule of planning applications circulated and also available on Sefton MBCs website.

RESOLVED that the applications be noted.

2690: Accounts paid and for payment.

Members were asked to agree the payments set out in the schedule of payments circulated.

RESOLVED that the amounts listed on the schedule be paid.

2691: Appointment of an Internal Auditor.

RESOLVED that Batten Hughes be appointed as the internal auditor for 2019/20 and their fee of £144.00 (inc VAT) be agreed.

2692: Exclusion of the Press and Public.

RESOLVED that the press and public be excluded from the remainder of the meeting due to the confidential nature of the matters to be discussed.

2693: Playgroup Lease

RESOLVED that the clerk would contact the lease holder to discuss amendments.

Miss J Farrar – Clerk to the Council.

Date and time of next meeting: Tuesday 14th April 2020

Deadline for Agenda Items: Tuesday 7th April 2020

MELLING PARISH COUNCIL

Items 8e8
8e9

Application for Grant for Voluntary Organisations

Please note that this application will not be considered unless it is accompanied by a copy of the latest set of annual accounts showing the organisations income, expenditure and level of balances. If the organisation does not prepare annual accounts, copies of the bank statements covering the previous six months must be enclosed.

1.	Name of Organisation	Melling Community Volunteers
2.	Name, Address and Status of Contact	Name: Lucie Brown Status: Treasurer
3.	Telephone Number of Contact	
4.	Is the Organisation a Registered Charity?	No
5.	Amount of grant requested	£500 to up £1000
6.	For what purpose or project is the grant requested?	<p>To provide financial relief and emergency funding to the Melling community and its most vulnerable residents during the COVID-19 outbreak.</p> <p>The group are registered under the Sefton Volunteer Hub and currently operate as an emergency community kitchen, making and delivering meals to residents up to three times a day.</p> <p>Members of the group have created a master spreadsheet in order to identify a list of isolated residents and those needing support during the outbreak. This serves as the 'command centre' for the distribution of supplies for the COVID-19 response. With constant updates, the spreadsheet helps the group communicate to the kitchen how many hot meals are required each day. This usually determines the quantity of deliveries and number of time slots offered.</p> <p>Some members of the volunteer group have previous military/professional catering experience. Such skills are being deployed to ensure cleanliness and minimize cross contamination during food preparation and delivery.</p>

		<p>Deliveries are carefully coordinated with volunteers working shift patterns. The individual on shift will follow a set of safety instructions and will be assigned a 'buddy'. The assigned buddy will call residents expecting a meal to inform him or her that their food is en route.</p> <p>Confidentiality is a main priority for the group. All social media comments, text messages and phone calls are recorded by volunteers and directly towards their email address (mellingvolunteers@gmail.com). This is to ensure that personal details remain confidential and the service remains discreet.</p> <p>Below is a list of questions asked to each caller in order to maintain future contact:</p> <ul style="list-style-type: none"> - Name, Address, Age - Are you currently receiving help? If so, in what capacity? - Are you in short supply of certain essential supplies? - Are you able to cook your own meals? - Do you or anybody in the house have dietary requirements? - How many people are in your household? <p>If callers receive information that residents are alone, elderly, or struggling to cope their names are added to a 'Listening Ear' tab and contacted on a regular basis to combat loneliness.</p>
7.	What will be the total cost of the above project?	In excess of £8000, forecasting until end of June
8.	If the total cost of the project is more than the grant, how will the residue be financed?	Local just giving page and virtual fundraising events ie Liverpool Virtual Pub.
9.	Have you applied for a grant for the same project to another organisation? If so, which organisation and how much?	No. N/A.
10.	Who will benefit from the project?	Many vulnerable, elderly and 'high risk' residents residing in Melling isolating without access to basic provisions and essential services/support.
11.	Approximately how many of those who will benefit are parishioners?	To date 58, expected forecast 100-120.

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You may use a separate sheet of paper to submit any other information which you feel will support this application.

Signe


.....Date 3/3/2020

Lucie Brown

Item 13


14th April 2020

Planning Applications

- [Advertisement Consent to display various internally illuminated and non-illuminated signs to the main building and surrounding areas.](#) 


Land Bound By Villas Road Parkbourn Maghull L31 1HW

Ref. No: DC/2020/00460 | Validated: Wed 25 Mar 2020 | Status: Registered

- [Prior notification procedure for change of use of barn \(agricultural building\) to 3 dwellinghouses \(Use class C3\) with associated parking.](#) 

Ash Holt Farm Bank Lane Melling L31 1AX

Ref. No: DC/2020/00435 | Validated: Wed 11 Mar 2020 | Status: Registered

- [Erection of a first floor extension to the rear of the dwellinghouse.](#) 

4 Old Prescot Close Melling Liverpool L31 1JH

Ref. No: DC/2020/00369 | Validated: Mon 09 Mar 2020 | Status: Registered