



Melling with Wrayton Parish Council

Clerk: Claire Helme

Burnside, Borwick, Carnforth, LA6 1JR

Tel: 07845 186958 **Email:** mellingwithwraytonpc@gmail.com

Minutes of the parish council meeting held on Tuesday 22 July 2025 at 6pm in Melling Village Hall

Present: Cllr Towers (Chair), Cllr Stevenson, Cllr Jackson, Cllr Howson, and City Councillor Ross Hunter.

Clerk: Claire Helme

No members of the public were in attendance.

Open Forum:

Lune View Garage have complained about the lack of mowing of the verge on the east side by the hedge on the other side of the speed camera. There have been incidents of cars nearly being hit as they pull out from the garage due to poor visibility. Councillors agreed to try to find out who owns the verge to ascertain if it could be mown.

The Open Forum finished at 6.10pm.

40/25 Apologies for absence:

Cllr Fawcett, Cllr Gibson, Cllr Holmes.

41/25 Declarations of interests and dispensations:

Cllr Towers declared an interest in agenda items relating to Melling Village Hall as she is a trustee. Cllr Jackson declared her interest as a trustee of Melling Village Hall and also as Chair of Governors of St Wilfrid's School.

42/25 Minutes of last meeting:

It was resolved that the minutes of the Parish Council Meeting held Tuesday 13 May 2025 be approved and signed by the Chair.

Proposed Cllr Towers

Seconded Cllr Stevenson

43/25 Finance:

Payments approved since last meeting.

May	£
Clerk backdated pay	9.54
LALC annual subscription	55.94
Gallagher insurance renewal (Hiscox insurance)	771.59
Kingsdale Projects (mowing contract)	520.00
Unity Trust quarterly charge	6.00
June	
A J Wilkie, Melling Chronicle (June edition)	167.00
Parish Magazine Printing (June edition)	148.75
Taylor Environmental Groundworks (culverts)	420.00
Lowfold Landscapes (spray church paths)	36.00
Ingham & Yorke, (Melling footpath x 3 yrs)	58.30
Kingsdale Projects	580.00

Unity Trust quarterly charge	6.00
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July

A J Wilkie Chronicle (July/August edition)	334.00
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A J Wilkie (wix website renewal 3 yrs)	428.42
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Parish Magazine Printing (July edition)	148.75
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Approved at the meeting:

Kingsdale Projects	520.00
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Standing orders

May

Clerk	296.62
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June

Clerk (new grade)	301.38
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July

Clerk	301.38
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Receipts

£

HMRC VAT return	720.83
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Leighton Hall advert (June/July edition)	35.00
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£

Proposed Cllr Towers

Seconded Cllr Jackson

Budget update:

The latest balance stands at £17,620 but there are a large number of bills to go out in this financial year. There have also been some unbudgeted items such as church footpath lighting, weed control, footpath fees (3 years) and tree surgery. In addition, the full cost of the mowing is not known until all the bills have been received and we may also have to fund a new website, laptop and noticeboard (s) this year. The final balance last financial year excluding grants (£2,400) was £5,212 but it is likely to go lower this year although a degree of contingency was built into the budget.

44/25 Administration:

Website/email addresses/transparency code:

It is essential that the Parish Council addresses the website and email issue as **all** councils must now have a **.gov website and .gov email address**. At a recent LALC meeting a list was produced of local parish council compliance with very few councils not now meeting most of these requirements. This information is made available to local council auditors so could cause problems if not addressed as soon as possible.

Laptop

The Clerk reported that parish councils are required to provide clerks with a laptop to meet data protection requirements and to ensure continuity when a clerk leaves the council. The Clerk has been using a personal laptop since she was appointed but this is old, running very slowly and Windows 10 will no longer be supported by Microsoft upgrades after mid-October. It is unlikely that the laptop will be able to upgrade successfully to Windows 11. Cllr Stevenson agreed to investigate the cost of a new laptop with all the relevant Windows and anti-virus software.

45/25 Planning notifications:

25/00121/FUL Ash Lawn, Lodge Lane, Melling, LA6 2RE

Decommissioning of septic tank, installation of sewage treatment plant

And associated drainage field.

No comments made by councillors.

25/00804/FUL Broadband For the Rural North, Station Yard, Melling, LA6 2QY

Temporary siting of two existing demountable units for use as office accommodation.

No comments made by councillors.

25/00122/DIS Yew Tree Cottage, Selby Lane, Melling, LA6 2RA

Discharge of condition 6 on approved application 22/00867/FUL

Application permitted

25/00116/DIS Todds House, Melling Road, Melling, LA6 2RA

Discharge of conditions 3,4,5,6 and 7 on approved application 09/00325/LB

Application permitted

Tate Holes

With regard to a recent complaint from a resident that more building work appears to be taking place at the site Planning Enforcement replied to say that legal action will continue and an unannounced visit was planned soon to update Witness Statements. The Planning Enforcement Officer will endeavour to note any building works that could amount to a further breach at the same time.

46/25 Parish management and maintenance:

Melling Green

Grass cutting

The grass cutting is going well with residents commenting on the improved appearance of the village green. It is difficult for councillors to keep track of the dates on which all 3 areas are mown as they are not done all on the same day. Cllr Howson stated that this is probably because the contractor carries a van full of different equipment for various purposes for different areas.

Water pump

It was noted that a resident has offered to paint the water pump and plant flowers around it.

Tree surgery on willow on Melling Green

The Parish Council has heard nothing further from 'Tree Peaks' and no tree works planning permission has been applied for at Lancaster City Council. It was resolved to chase the tree surgeons.

Culverts/gullies

The gullies that have been looked at by Taylors seem to be functioning okay. The roadside ones are all full and need to be reported on the 'Love Clean Streets' app.

Vicar Lane

The state of Vicar Lane was reported to Highways by the Clerk and a response was received but it was noted that there has been no action taken to date.

Public Rights of Way

John Clarke has given permission to replace the dilapidated stile on Melling Moor near 'Honeystones' with a kissing gate. A quotation of £1,500 has been given by Alan Drinkall whom the Parish Council has used previously. It was resolved to go ahead with the replacement of the stile and the cost of installation is covered by grants previously received; the kissing gates (already delivered) have been provided free of charge by the Public Rights of Way team.

Noticeboards

Cllr Towers will ask a joiner to look at the noticeboards; it is possible that the one in Melling can be mended but the Wrayton one will need new posts at an absolute minimum. It would be cheaper and require less maintenance if recycled plastic could be considered. Anthea Wilkie has provided the master copy of the footpath map artwork so that Cllr Stevenson can price to transfer onto metalwork for the Wrayton board. The Clerk provided details of a joiner who has replaced the noticeboard in Borwick.

47/25 Communication with the parish:

St Wilfrid's Church

City Cllr Hunter reported that the PCC is still struggling to keep the church going with a dwindling congregation and a lack of funds to cover not only general maintenance but the cost of a new roof.

Melling Village Hall

The hall is struggling for funds with more regular bookings needed. Bookings for private events like birthdays help with income. Wennington Parish Council had met in the hall recently and liked the venue. A bill for £800 for insurance has been received.

St Wilfrid's School

The school has a new intake of 9 children in September with 8 children moving onto secondary school this summer. Full reports on the school feature in the Melling Chronicle.

48/25 Communication with outside bodies:

LALC

The Clerk attended the last area committee meeting on 21 May where progress on the proposed local government reorganisation/devolution was discussed. A local website provider gave a presentation on all the new compliance regulations. The Area Committee has not been able to appoint a new secretary to date.

49/25 Reports and correspondence:

UK Shared Prosperity Fund/Household Support Fund

Details were received by the Parish Council but we do not have a project which would fit the funding criteria.

Cumbria County History Trust (Lonsdale Ward volume)

Cllr Stevenson will attend this launch on 23 September as he has a family connection.

50/25 Date of next meeting:

The next meeting will be Tuesday 16 September at 6pm.

The meeting closed at 7.15pm

Signed

Date