

Melbourne Parish Council

F N Hill - Parish Clerk, 4 Beaumont Close, Barrow on Trent, Derbyshire, DE73 1HQ



Completemarch2011

22 February 2011

To Chairman and Members of Melbourne Parish Council

Cllrs: Carroll, Collyer, Crawford, Dunnicliff, Earp, Freeman, Hicklin, Howard, Jackson, Minifie, Moore, Parker, Sharp, Smith and Willmore.

Dear Councillor

Please attend the **Annual Parish Meeting** of Melbourne Parish Council to be held at **7.30pm** on Tuesday March 1st 2011 at the Council Room, Bill Shone Leisure Centre, High Street, Melbourne, Derbyshire

Yours faithfully

Norman Hill Clerk to Parish Council

AGENDA

Part 1 Non- exempt information

1. To receive apologies for absence
2. To Confirm the minutes of the Annual Parish Meeting held on Tuesday 2nd March 2010
3. Annual Report 2010 / 2011 Chairman Cllr Nigel Collyer
4. Committee Chairmen Annual Reports
 - a. Burial Cllr Freeman
 - b. Highways Cllr Willmore
 - c. Recreation Cllr Jackson
 - d. Leisure Centre Cllr Howard
5. Financial Reports - Clerk, Norman Hill
 - a. Audited Accounts year ending 31st March 2010
 - b. Current year out-turn
 - c. Outlook for following year
6. Public
7. Re-adoption of Standing Orders

Melbourne Parish Council

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To Chairman and Members of Melbourne Parish Council

Cllrs: Carroll, Collyer, Crawford, Dunnicliff, Earp, Freeman, Hicklin, Howard, Jackson, Minifie, Moore, Parker, Sharp, Smith and Willmore.

Dear Councillor

Please attend the Ordinary Meeting of Melbourne Parish Council to be held at **7.45pm** (or following-on from Annual Parish Meeting) **on Tuesday March 1st 2011** at the Council Room, Bill Shone Leisure Centre, High Street, Melbourne.

Yours faithfully

Norman Hill Clerk to Parish Council

AGENDA

Part 1 Non- exempt information

1. To receive apologies for absence
2. Declaration of Members interests
3. Public Question Time 15 minutes maximum
4. District and County Councillor reports maximum 15 minutes
5. To confirm the Non-Exempt Minutes of the Meeting held on 1st Feb 2011
6. To determine which items, if any, from Part 1 of the agenda should be taken with Public excluded.
If the Council decides to exclude the Public it will be necessary to pass a resolution in the following terms: that under Sec 100A(4) of the Local Government Act 1972, the Public be excluded from the meeting during consideration of the business set out in the likely disclosure of exempt information as defined in the report(s) or otherwise indicated at the meeting.
7. Reports of the Committees - Feb 2011
 - Burial
 - Highways and Street Lighting
 - Recreation and Amenities
 - Leisure Centre



Minutes of the Ordinary Meeting of the Melbourne Parish Council held at 7:30pm Tuesday 1st Feb 2011 at the Bill Shone Leisure Centre, High Street, Melbourne

No:	Minute	Action:
597	Present: Cllr N Collyer (Chairman), Cllr's Carroll, Crawford, Dunicliff, Freeman, Hicklin, Howard, Minifie, Parker, Sharp, Smith, Wendy Nuttall (for the Clerk), Cllr Harrison DCC & SDDC, Cllr Hewlett SDDC, seven members of the public.	
598	Apologies: Cllr Howard, Jackson, Moore.	
599	Declaration of Member's interests – none	
600	<p>Public Question Time:</p> <p>Mr Kevin Guildford - Junction at Kings Newton corner - improvements being undertaken don't appear to be suitable, especially when the bus comes through and traffic is moving in both directions.</p> <p>Poor state of roads around the village, potholes, etc. Packhorse Road, near KN Bowls Club, Smith Avenue, Castle Street, Queensway and the main bus route - suggested not just snow/ice damage but inadequate repairs in the past.</p> <p>Mrs Eileen Hardy Repairs completed after works at end of Melton Avenue/Quaker Close - unsatisfactory - Also: Trent Lane/Sleepy Lane, lamp post removed but advised a telephone call had been made to SDDC and advised work to start 14th February. Also: post box in KN full (and almost overflowing) on 3 days, 14-15-16 January Also - advised that the completed pavement work outside the URC was very good but what about the concrete outside the public toilets - Also: anything new on the grit box for Commerce Street.</p> <p>Mrs Julie Bebbington New to the village and overwhelmed by the dog fouling problem all over the village. Had written to the Village Voice (published) and SDDC (no reply) and also to the PC - a danger to public health –</p>	<p>Refer to Highways committee</p> <p>Refer to Highways committee</p> <p>Refer to Highways committee</p> <p>Refer to Highways committee</p>



<p>601</p>	<p>District and County Council</p> <p>Cllr Harrison DCC</p> <p>Kerb near URC done but views requested about having a single yellow line opposite? Single yellow line in bus pull in still there but advised he would write to Arriva to clarify the position as it had been mentioned if lines removed the bus company may want to use it again in the future.</p> <p>KN corner - mini roundabout wanted but too many utilities in the direct area so current road alignment was designed by professionals to meet improved safety at the junction but within the budget allowed.</p> <p>Trent Lane lamp post removed very quickly.</p> <p>Resurfacing - weather has exacerbated problem but requests made for better quality repairs rather than "infills"</p> <p>Advised that Michael Loake had recently complained about the state of Penn Lane and had been advised work is to be undertaken.</p> <p>The matter of full post boxes should be directly to the Post Office.</p> <p>Melbourne Sporting Partnership was meeting also on 1st February in the Leisure Centre.</p> <p>Cllr Freeman asked if there was in place some sort of master list of road repairs needed with reviews of expected dates for these repairs to be undertaken.</p> <p>Cllr Collyer added a strong letter had been sent from MPC to SDDC about the road conditions – felt unlikely that the work was done because of this strong letter. If DCC know of dates for forthcoming works could the MPC be told to alleviate concerns? He was assured by Cllr Harrison that the request would be passed on.</p> <p>Cllr Hewlett SDDC</p> <p>Drop In Session for future planning for Melbourne neighbourhoods 15/2/11 3pm-7.30pm at Melbourne Leisure Centre</p> <p>Regarding the Village Voice article - Pay to Play - slightly incorrect in that there was a "freeze" on funding rather than the "reduction" as reported.</p> <p>There may be a source of additional funds for inflationary increases, MPC would need to show copy invoices to prove inflationary increases for example Leisure Centre heating costs</p> <p>Also reminded MPC of the amount of £43,725 had been spent on improvements to the Leisure Centre</p> <p>There is to be a joint meeting of SDDC with Parish Council Chairmen and Clerks at Swadlincote on 23rd February at 5.30 pm with a light buffet</p> <p>Dog fouling was a perennial problem but residents were requested</p>	<p>Refer to Highways committee</p>
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	<p>to log offenders details, by name, or at least description of person and their dog and when/where/time, etc. to pass this information to the Safer Neighbourhood wardens who patrolled the village, twice a week, mainly evenings admittedly as their remit was also antisocial behaviour</p> <p>Cllr Parker suggested wardens needed to patrol early mornings for this problem. Cllr Collyer asked that SDDC draw-up a plan to make an impact - Cllr Hewlett to ask for a meeting</p> <p>Cllr Hicklin asked Cllr Harrison about the situation with regard to applications received in respect of the new Indian Restaurant. Parking and nuisance to local residents had been taken into account. Cllrs Earp and Crawford also had queries about the applications re: extended opening hours and being a "take away"</p> <p>Dr Freeman asked who managed the Safer Neighbourhood Wardens and if records were kept - and was advised it was the Director of Environmental Services at Swadlincote but that they covered a large territory and Melbourne was probably at the extent of their patch. SDDC would be asked to make any information available.</p> <p>Cllr Hicklin checked that they wore uniforms, which they did.</p> <p>Cllr Minifie asked if funds could be made available for dog foul bags to be purchased by the council to encourage more use of same.</p> <p>Cllr Collyer commented that perhaps a successful prosecution would be powerful to make offenders more diligent.</p> <p>Cllr Harrison advised of the meeting at Weston on Trent in the Memorial Hall at 7pm on Monday but this clashed with the next meeting of the PC.</p>	<p>Refer to Highways committee</p>
<p>602</p>	<p>Confirmed and signed the Non-Exempt Minutes of the Meeting held on Tuesday 4th January 2011 noting:</p> <p>Planning Decisions 951FH new windows at 4 Castle Mews - approved 1060TC pruning of a tree at 5 Castle Mews - approved 1034B 1036B 1038B Davidsons Station Road material minor amendments moving house types between the 3 phases - approved</p> <p>Proposed to be accepted as a true record by Cllr Sharp, Seconded Cllr Smith</p>	
<p>603</p>	<p>To determine which items if any from Part 1 of the agenda should</p>	



	be taken with the Public excluded - none	
604	<p>Reports of the Committees for December 2010</p> <p>Burial approved</p> <p>Highways and Street Lighting approved</p> <p>Recreation and Amenities approved</p> <p>Leisure Centre approved</p>	
605	<p>Financial Matters</p> <p>Note Receipts of £3,130.90 (or £3156.33 inc VAT) and Payments of £12,345.56 (or £13537.55 inc VAT) for January 2011</p> <p>Cllr Crawford requested sight of the invoice from Fishers Solicitors in the amount of £350 in respect of advice on Employment Law.</p>	<p>Clerk to consider on return to work</p>
606	<p>Chairman's Remarks</p> <p>Cllr Collyer sent his best wishes and those of the whole PC to Norman Hill to wish him a speedy recovery</p> <p>He reported he had given a talk about the PC to WI meeting</p> <p>Cllr had been asked to attend the Power of Well Being course and the required 80% attendance was achieved. Thanks to all who attended.</p> <p>Cllr Freeman summarised that Council could now assume more powers but there were no funds available to help - however sponsorship could be gained if one aimed high enough.</p> <p>He had been one of the guests at the opening of the new Indian Restaurant, and had taken to opportunity to speak to the owners about showing respect for the surrounding homeowners.</p> <p>The election is expected to be 6/5/11 - in the past not enough candidates for the 15 seats, and councillors were asked to encourage people to stand for election. Application paperwork would be available soon from SDDC.</p> <p>Meeting has been organised for 28/2/11 in the Jubilee Lounge at Melbourne Leisure Centre to gauge the Public's interest in organising celebrations for the Royal Wedding (2011) and the Diamond Jubilee (2012)</p>	
607	<p>Model Standing Orders – to be put into the form of a booklet - item not mentioned</p>	<p>Carry forward</p>
608	<p>Reports from representatives on outside organisations</p> <p>Senior Citizens Centre – No meeting</p> <p>Infants School Governors - No meeting</p> <p>Safer Neighbourhood – Cllrs Smith & Sharp attended the Weston on Trent meeting where Police said they were giving Melbourne priority at weekends, general crime was down but more houses were being entered for the homeowners car keys so vehicles could be stolen. No further news was available about the mechanical machines stolen recently from Cockshut Lane or about lead thefts</p>	



	<p>from the Leisure Centre and Parish Church. Crime reduction was 6% with 4% reduction in Criminal Damage. Melbourne PC to review the CCTV arrangements in association with Melbourne Neighbourhood Watch Lothian Gardens – Cllr Jackson not in attendance Festival – nothing to report except definitely September 2011 Sporting Partnership - Cllrs Jackson & Collyer met the consultant and were getting good views about facilities and requirements. KN Storage Depot – no meeting</p>	<p>Refer to Highways committee</p>
609	<p>Clerk's Report - Correspondence</p> <p>Leaflets from Derbyshire Community Health Service with information on the count down to April 2011 - Becoming an NHS Trust Letter from Campaign to Protect Rural England - inviting more people to join and become interested/active and advising that their current Chair would be standing down. Airport Newsletter SDDC Flood Liaison meeting advice - Tues 22/3/11 at 10am at the Council Chamber, SDDC. Message from NWLDC that a meeting was arranged for 7th February 2011 re: Race Circuit. There was a clash as next meeting MPC was also 7th February. Cllrs asked to put themselves forward for this meeting. SDDC drop in event at Leisure Centre 15th February 3pm - 7.30pm Brochure from Derbyshire Police Authority announcing their survey had found that 76% of us are satisfied with them. Booklet on Cemetery Management would be passed to Cllr Freeman</p>	
610	<p>Members items for information report and consideration</p> <p>Cllr Minifie advised that the Melbourne clock light had gone out again Cllr Sharp advised the tree work in the burial ground had been done but it had been reported that the very tree that was the main cause for complaint had not been touched - Cllr Smith advised it was protected and what work had been completed had to have planning permission and the absolute most that could be done had been done</p> <p>Cllr Freeman noted the costs for the tree surgery work in the burial grounds was £1,000 - were the trees not owned by the Diocese so why should MPC the bill? He was advised by Cllr Dunicliff that MPC have statutory responsibility. Cllr Earp reminded people that as part of the course they had recently attended the council have to have 80% of seats contested</p>	<p>Refer to Highways committee</p>

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	at an election to retain the power of well being.	
611	<p>Plans considered - no objections</p> <p>1154FH conversion of garage into living accommodation at the flat at the Old School, Penn Lane.</p> <p>1169NO external photo voltaic panels to be fitted to the main south nave and south aisle roof of the Parish Church. Plans were delayed due to insufficient postage therefore time limit extended.</p> <p>0007FH replacement front door at 26 Chambers Row, Blanch Croft.</p> <p>0025L painting of the front elevation at 14 Market Place</p> <p>0010U change of use (cafe - 3 tables) at 2 Market Place (currently a sweet shop)</p> <p>0018NO - erection of a two lane, all weather cricket net at the recreation ground</p>	

Meeting closed at 20.42 hrs



Committee Minutes

Burial Grounds

Minutes of a meeting of the Burial Grounds Committee held at 7.30pm Monday the 7th Feb 2011 at the Council Room

Present Cllr B Freeman (Chairman), Crawford, Dunnicliff, Earp, Hicklin, Howard, Jackson, Minifie, Parker, Sharp, Smith.

Apologies Cllr Collyer, Earp, Willmore and the Clerk

Minutes of the previous meeting approved by Council were signed on the Chairman's behalf as a true record.

Matters to report

No.	Minute	Action
226	Wall repairs – The work was now half way through and subject to good weather for the rendering should be finished within the not too distant future.	Chairman
227	Health & Safety – 11 headstones to be re checked Cemetery record books to be stored at Leisure Centre now that all records are up-to-date on computer and on disk– copy at the cemetery – computer kept off site. More outside work to do but awaiting better weather.	Chairman Sexton
228	Resolved not to amend purchase plot document Report annually the number of plots available split between previously buried on and not buried on Identify the next ten plots to be used excluding purchased plots Obtain copy of any regulations available Maps of the plots and year end report to show plots used and those still available to be generated. Along with detailed report available at the end of the year recording statistics, etc. Once the better weather arrives the plots will all be checked.	Chairman & Vice
229	Cold water supply to back of the chapel. Work currently being undertaken by Sexton with regulation depth pipework. It was reported that the cold water was now laid on and functioning with pipes at 2ft depth and these pipes also had been fitted with drain off points to be used in extreme weather conditions to save damage.	Clerk
230	Chairman to provide detailed report available at the end of the year. But with £20,000 costs to run the cemetery it must generate an income. Non-resident internment fees are tripled, headstone fees have been reduced to only double and as the cemetery was not a charity it could not be expected to function without costs and funds. Full report to every councillor at the end of the year with perhaps an inclusion of information in the Village Voice.	Chairman

Date of next meeting 7.30 pm Monday 7th March 2011 at the Council Chamber

Committee 1 Burial Grounds

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Cllr B Freeman Chairman



Highways and Street Lighting

Minutes of a meeting of the Highways and Street Lighting Committee held at 8.00pm
Monday 7th Feb 2011 at the Council Room

Present Cllr B Freeman, Crawford, Dunnicliff, Earp, Hicklin, Howard, Jackson, Minifie,
Parker, Sharp, Smith.

Apologies Cllr Collyer, Earp, Chair Cllr P Willmore and the Clerk

In the absence of the Chair and the Clerk the meeting was chaired by Cllr Smith.

Minutes of the previous meeting approved by Council were signed by the Chairman as a true record.

Matters to report

No.	Minute	Action
568	Request to DCC for dropped kerbs at Kings Newton reported by Cllr Harrison to officers – Ask Cllr Harrison check progress as Karen Hair states she's not aware of this. It was reported that "suddenly" kerbs had been fixed, without prior notice of the works.	Cllr Harrison
569	Stanton by Bridge by-pass route – letter with preferred route sent to Cllr Harrison who had requested replies be sent to him as he had sent out the original letter	Clerk
570	Dog fouling posters still not received from SDDC - Environmental Health Manager Peter McEvoy: Perhaps the Parish Council or Village groups need to produce their own? A reminder letter and/or a telephone call to SDDC to be made to chase up these posters. Suggested that the warden be requested to visit Melbourne more often. Village Voice to be asked to publish a letter from the Chairman to dog owning Melbourne citizens. Also an open letter, with copies to the Environment Agency Chairman at SDDC.	Peter McEvoy Clerk Clerk Chairman
571	Lamp No 59968 on stone monument at Castle Square – DCC Street Lighting Dept quote to get lamp working £1653 – copy Civic Society and ask EMA for contribution	Clerk
572	DCC Volunteer Grit Scheme meeting Matlock Jan 11 th –unable to attend – awaiting meeting minutes	Clerk

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573	Holy Well for sale – offer made of £50 plus £500 towards legal costs – to be funded by Civic Society donation.	Clerk
574	Dog Fouling notices – stickers for metal notices from SDDC-check if already supplied - see comment for posters above (min. 570)	Peter McEvoy
575	Obtain 3 quotations for grass cutting for next year	Clerk
576	No Health and Safety Matters –the burst pipes in the Public Toilets were being repaired - presumed done, no confirmation of this.	Clerk
577	Request SDDC provide dog bin at The Common –original cost and cost of emptying would have to be financed by Parish – resolved no action. See also above minutes re: posters and stickers, etc. min.570/574) Cllr Freeman asked how many bins Melbourne possessed, it was reported that two bins were available but stickers had now been placed on all ordinary rubbish bins around the village to say they could also be used for bagged dog litter. Cllr Freeman also asked what evidence would be needed to lead to a successful prosecution and wondered how many convictions there had been.	Clerk
578	Reply by DCC Mrs Karen Hair to PC letter.	Clerk
579	Large stones placed on verges at Trent Lane – concern expressed these are dangerous especially to cyclists when overgrown	
580	Matters from Main Meeting Request for grit bin at Commerce St / Cockshut Lane junction – a bin has recently been requested at this site but turned down by DCC. Cllr Collyer has ‘a plan’. Report surface of Derby Road breaking up at junction with Cockshut Lane Question why DCC finish work at 2:30pm at KN /Derby Rd junction each day. Cllr Sharp had been informed they had to go back to their depot in time at Tibshelf each day, perhaps a letter should go to the county council to say this has been a very long job, in fact started two weeks before Xmas. Noted that 8th Feb the junction may be closed.	Reported Cllr Harrison

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	<p>Regarding the yellow lines opposite the drop kerbs at the URC - Cllr Dunnicliff thought it would make the traffic go even faster through the village. Cllr Crawford mentioned again that a pedestrian crossing in the village was needed and that surely there was sufficient visibility at that position but members recollected that they had been told it was too close to a corner on one site meeting. Council to ask the County Council again if they would attend a site visit to discuss if a pedestrian crossing could be feasible. Voted 4 in favour to 3 against with one abstention to have the car parking spaces retained in place opposite the URC.</p>	
581	<p>Phone box at Packhorse Rd now disconnected and property of Parish Council</p> <p>Cllr Freeman asked what should be done with it? Any ideas? Perhaps a search of the internet could be done - sell it, (£1800 on the internet) move it, (could be costly, but might be liftable with a hiab truck), upkeep it? Perhaps have it put in the Leisure Centre as the public phone?</p>	
582	<p>Cllr Hicklin reported a kerb stone missing at the top of Church Street - it had been leant up against the wall.</p>	
583	<p>Cllr Jackson said that again the Market Street clock had bulbs out but that they ought to be 40 watt, suggest that a bulb(s) is obtained and it be replaced.</p>	Clerk

Date of next meeting 8pm Monday 7th Mar 2011 at the Council Chamber

Committee 2 Highways and Street Lighting
Cllr P Willmore – Chairman



Recreation and Amenities

Minutes of a meeting of the Recreation and Amenities Committee held at 8.30pm Monday 7th Feb 2010 at the Council Chamber.

Present – Cllr A Jackson (Chairman) Cllr B Freeman, Crawford, Dunnicliff, Earp, Hicklin, Howard, Minifie, Parker, Sharp, Smith

Apologies Cllr Collyer, Earp, Chair Cllr P Willmore and the Clerk

Minutes of the previous meeting approved by Council were signed on behalf of the Chairman as a true record.

Matters to report

No.	Minute	Action
282	Lothian Gardens –still no reply with suppliers of ground cover netting – consider turf - Norman Hill dealing. Acquire a Glasdon zone shelter type ss8 £1090 – Clerk has written to EMA to ask for donation. Meeting took place, reported that finer details on one of the seat to be taken.	Clerk
283	Old Burial Ground Awaiting Andy Walker to make safe coping stones on side wall Establish responsibility for maintenance of grounds and surrounding walls - Works done. 2 conifers left in place - letter to be organised requesting planning permission for these to be trimmed/removed.	Clerk Clerk
284	Damaged pavilion fence – CCJ,s taken out – action by bailiffs if no reply	Clerk
285	Cricket Club new nets – planning application with SDDC – brash and waste being cleared – resolve location of drainage sump	Cllr Jackson



286	<p>SDDC Summer Holiday Provision 2011 - all plans underway. Costs £820 - Wheel Mobile booked, 4/18 August Lothian Gardens - thought venue was a bit small so Cllr Jackson wrote to the school but refused. Perhaps take this matter up with Cllr Harrison as to why a school could not be opened for use. Perhaps it was because currently only a temporary caretaker was in place.</p> <p>Also perhaps the Clerk could write to the schools - see Cllr Jackson for his correspondence. However Cllr Jackson then approached Scout & Guide Committee Who, for £25 donation to Scout Fund would allow use of their facilities for events. 9 August 6-8pm Climbing Wall 23 August 2-4pm Play Mobile at Recreation Ground 15 August 2-4pm Wacky Sports Mobile</p> <p>Cllr Jackson to check public liability insurance for these occasions.</p>	Cllr Jackson
287	<p>Health & Safety – no issues Damage caused by burst pipes –bursts repaired and electrician checking for faults- repair damaged ceiling A number of minor repairs have been undertaken</p>	Clerk
288	<p>Cllr Jackson reported he and Cllr Collyer had attended a meeting with consultants to put Parish Council view and gave an update.</p> <p>The existing 5 year plans were all now being carried forward by all the sports club - all these clubs had put together a "wish list" for their requirements and also the plans included long term requirements for all. 4 alternative plans had been put forward. Next meeting 14th February at The Alma Inn.</p> <p>All were agreed that recreation ground sports should be for ALL sports with such facilities as needed, i.e. showers, and maybe sports club, bar, social area, etc. The Football Association and the Lawn Tennis Association had no funds currently but the Sporting Partnership said they had some local help for funds and also might get some monies from Government Projects.</p>	

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	<p>Cllr Freeman added that the District Council support was also going forward (a recent sale of 24 acres would give some funding). But Cllr Jackson said so far the District Council was "back office" help only as there was no official final business plan in place yet. It would cost £2.5M, £500,000 possible from the sale of land in Swadlincote. Cllr Harrison was attending meetings and keeping up to date with all the developments. Lottery funding might be possible on a half/half matched funding basis.</p> <p>Talk of a new secondary school was muted with a possible help to the cause to the sporting partnership, (joint use, etc.)</p>	
289	Resolved to take no action at car park until pitch levelling is completed	No action
290	<p>Any other business.</p> <p>Who owned the Burial ground? Understood to be owned by the Diocese but with an historic agreement that MPC had to upkeep it? If this is the case what do the rules say about upkeep/alterations/etc? What documentation is there? Is there a National ruling on burial grounds?</p> <p>Stuart Blatch had requested users of the pitch walk around rather than across (from the car park, etc)</p> <p>Cllr Minifie asked that perhaps the April meeting could be a walk around the Lothian Gardens.</p>	Clerk to investigate

Date of next meeting 8.30pm Monday 7th Mar 2011 at the Council Chamber
 Committee 3 - Recreation and Amenities.
 Cllr A Jackson – Chairman



Leisure Centre

Minutes of a meeting of the Leisure Centre Committee held at 9.00 pm Monday 7th February 2010 at the Council Chamber.

Present – Cllr C Howard (Chairman), Crawford, Dunnicliff, Freeman, Hicklin, Minifie, Moore, Jackson, Parker, Sharp, Smith.

Apologies Cllr Collyer, Earp, Willmore and the Clerk

Matters to report

No.	Minute	Action
236	Managers report - none as such but a request that salary payments be expedited whilst the Clerk is away.	Chairman
237	Lease – nothing further.	Clerk
238	A formal proposal is required to work with any interested party to work together to raise funds for a new stage Cllr Freeman asked if there was any news. Cllr Jackson was looking into it. Some funds might be available through SDDC	Cllr Jackson
239	Advert placed in Village Voice for a Public Meeting at Leisure Centre on Feb 28 th to consider plans for the Royal Wedding in April and the Diamond Jubilee in 2012	Cllr Jackson
240	Lead stolen from roof on two occasions – being dealt with by SDDC	SDDC
241	Health and Safety - The wall between LC and the Twitchell had been inspected, it had one particularly bad section, but none of the wall was out of true and the cracks were not overly worrying but there was a significant amount of repointing to do.	Clerk to ensure we hold this assurance in writing

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<p>Cllr Freeman asked if SDDC had been to look - there had been no response so far from SDDC.</p> <p>Cllr Howard reported about the January SDDC meeting re: Melbourne Community Group Plans. The plans were apparently "work in progress" with late February as a deadline for the proposal to SDDC main council meeting (6pm Leisure Centre, 10th February).</p> <p>Cllr Freeman asked if there should be some more formal notes from these meetings from the representative of the Parish Council. Perhaps full minutes should be provided - it was suggested that Standing Orders could be altered to take this matter into account.</p> <p>But as SDDC arranged the meeting then their representatives are responsible for producing the notes, a copy of which is sent to Melbourne PC.</p>	
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Date of next meeting – 9.00pm Monday 7th Mar 2011 at The Council Chamber
Committee 4 - Leisure Centre.

Cllr C Howard Chairman

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Planning

Minutes of Planning Meeting held at 9:30pm Monday 10th January 2011 at the Council Chamber

No plans to consider

Committee 5 Planning
N Collyer Chairman

Any other business:

Joint Meeting of Chairs/Clerks of Parish Councils, 23/2/11

The Parish Council's best regards and hopes for a speedy recovery to Norman Hill.

Meeting closed at 8.50pm