

Melbourne Parish Council

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



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28th June 2010

To Chairman and Members of Melbourne Parish Council

Cllr Boston Carroll Collyer Crawford Dunnicliff Earp Freeman Hicklin Howard Jackson
Moore Parker Sharp Smith and Willmore

Dear Councillor

Please attend the Meeting of Melbourne Parish Council to be held at **7.30pm on Tuesday Sept 7th 2010** at the Council Room, Bill Shone Leisure Centre, High Street, Melbourne

Yours faithfully

Norman Hill Clerk to Parish Council

PARISH COUNCIL MEETING AGENDA

Presentation of the certificate of re accreditation Quality Council Status until 2014

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 6th July 2010
- 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 - July 2010
Burial
Highways and Street Lighting
Recreation and Amenities
Leisure Centre

Melbourne Parish Council

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



- 8 Financial Matters – note receipts of £ and approve payments of for July and August 2010
Audit Commission report on 2009/10 accounts
- 9 Adoption of new Model Standing Orders – the Clerk
- 10 Chairman’s Remarks
- 11 Reports from representatives on outside organisations

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|----------------------------|--------------|
| Senior Citizens Centre | Cllr Sharp |
| Infants School Governors | Cllr Smith |
| Safer Neighbourhood | Cllr Smith |
| Lothian Gardens | Cllr Jackson |
| Festival | Cllr Carroll |
| Sporting Partnership | Cllr Jackson |
| Kings Newton Storage Depot | Cllr Collyer |
- 12 Clerks Report
- 13 Members items for information report and consideration
- 14 Plans for consideration
 - 785U change of use of 61 Derby Road from call centre to restaurant and hot food take away
 - 696L vehicular access and entrance gates at 19 Church Street
- 15 Planning decisions
 - Approvals
 - 277L installation of secondary double glazing to 22 windows Wysteria House Church Street
 - 339U retrospective application for change of use of outbuildings from ancillary living accommodation to self contained unit for dependant relatives at 11-19 High Street
 - 340Lretrospective application for the removal of a door and frame,a replacement window
in door opening and new window at 11-19 High Street
 - 522FH extension 9 Blanch Croft
 - 523FH extension to existing garage at 64 Main St KN
 - 440TC felling of trees at The Roebuck Potter Street
 - 560U change of use of stationery shop at 1 Russell Yard to letting agents office
 - 569FH extension and gate in existing wall at 78 Castle Street
 - Refusal
 - 481FH extension 67 Victoria Street

Part 2 Exempt information
None

Melbourne Parish Council

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



Minutes of the Ordinary Meeting of the Melbourne Parish Council held at 7:30pm Tuesday 6th July 2010 at the Bill Shone Leisure Centre High Street Melbourne

| No. | Minute | Action |
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| 503 | Present: Cllr Ms J Carroll (Chairman) Cllr Boston Crawford Freeman Hicklin Howard Jackson Parker Sharp Smith the Clerk, Cllr Harrison Cllr Hewlett PC Debbie Croxall three Members of the Public and two Press | |
| 504 | Apologies – Cllr Collyer Dunnicliff Moore & Willmore | |
| 505 | Declaration of Members interests – Cllr Collyer - plan 579FR approval of reserved matters 9/2009/0364 erection of a dwelling on land south of Sir Henrys Lane | |
| 506 | Public Question Time – Mrs Hardy complained of speeding traffic through Kings Newton and the poor state of the roads at Castle Street Chapel Street and Derby Road outside the Hotel The contents of the Notice Board in KN is in need of tidying Mrs Gayle How – the trees overhanging the pavement from the car park at the corner of Queensway and Derby Road need the lower branches removing as they so low they cause an unlit area so as to make people feel unsafe and the roots are damaging the pavement causing a hazard to pedestrians – also the trees should be pruned as they are now very large and could blow over as well as deposit leaves on the pavement later in the year referred to Highways Committee- Mrs How was advised by the Clerk the Parish Council is unable to give up its graffiti kit as it needs it for its own use | |
| 507 | District and County Council and Police Reports Cllr Harrison A site meeting with DCC to consider realigning the Derby Road Kings Newton Lane junction is scheduled for 9.30 am Friday July 9 th Cllr Hewlett is the Vice Chairman of SDDC Housing and Community Committee SDDC has taken in house the control of the Housing Stock and the £50 million mortgage which goes with it which will be paid back over the next 30 years out of the housing fund but will have no effect on Council Tax SDDC made no cuts in the budget for this year – County has cut £4m out of revenue and £3m out of Capital - the councils await the Govt comprehensive spending review on 20 th October In reply to the comment about the state of the roads the DCC now has a rapid response team to do a temporary repair of potholes deemed to be a safety hazard prior to a better job later There will be a child car seat check held by DCC in Budgens car park on 25 th August There will be a meeting of the Sporting Partnership on 27 th July to consider the Pleydell report CCTV are provided by the Safer Neighbourhood Partnership headed by Sarah Dagley SDDC has replaced a light bulb in the Market Place clock but the light is poor – possibly wall mounted spot lights shining on the clock | |

Melbourne Parish Council



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| | <p>face would be a solution</p> <p>Cllr Harrison is prepared to purchase two swing seats with backs from his community fund for the swings at the Recreation Grounds to ensure the users face towards the pavilion and away from the trees</p> <p>Cllr Hewlett</p> <p>A large number of people had attended a meeting at SDDC on the law relating to Gypsy and Travellers</p> <p>SDDC free swimming is under review</p> <p>Safer Neighbourhood Meeting 7pm 14th Sept at Melbourne</p> <p>Litter bin for Coronation Close play area is in program</p> <p>Police</p> <p>PC Croxall gave a comprehensive report on the crime in the parish for the month of June</p> <p>The CCTV needs consideration and attention – the equipment is now old and gives a poor image and some cameras are not working at all</p> <p>Public can now receive messaging from Ringmaster and Community Messaging</p> | |
| 508 | Confirmed and signed the Non-Exempt Minutes of the Meeting held on 1 st June 2010 | |
| 509 | To determine which items if any from Part 1 of the agenda should be taken with the Public excluded-none | |
| 510 | <p>Reports of the Committees for June 2010</p> <p>Burial approved</p> <p>Highways and Street Lighting approved</p> <p>Recreation and Amenities approved</p> <p>Leisure Centre approved</p> <p>Planning approved</p> | |
| 511 | <p>Chairmans report – the following is a transcript of the report which could not be made at the Council Meeting due to a computer failure</p> <p>Firstly my apologies for the meeting but I will be on a business trip abroad</p> <p>During the month I have attended the excellent Armed Forces service at the Parish Church, another great example of Melbourne community spirit. The Clerk and I attended the Parish Council liaison meeting at SDDC where we had a presentation on Neighbourhood Watch where Melbourne was complimented on progress made.</p> <p>Council Officers were on hand to answer questions from the floor which included the vexed question of Travellers in the area. To this end there is a forthcoming public meeting at Greenbank where SDDC preparedness will be discussed</p> <p>The Clerk and I have worked on the re accreditation of our quality</p> | |

Melbourne Parish Council

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



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| | <p>council status and whilst there have been questions raised at this meeting about the usefulness of this I found the task of answering the various detailed questions to be a very good non- financial self – audit process. There are a number of areas where further work is required including employment terms and conditions and some public communications practices. To this end I believe the Council needs to form a small working group to make recommendations to full council and I would like to suggest that the four chairs of committee would make up the working group together with the Chair and Vice Chair. If possible I would suggest the 19th July might be a suitable meeting date.</p> <p>Finally, I will be representing the Council at the unveiling of the memorial plaque to the Royal Engineers who lost their lives in 1940, on Church Street this coming Sunday, all are welcome to attend.</p> | |
| 512 | <p>Financial Matters Note Receipts of £4680.96 and approve Payments of £9989.26 for June 2010</p> | |
| 513 | <p>Adoption of Model Standing Orders – no progress in the month due to time spent on Quality Council re accreditation work</p> | |
| 514 | <p>Reports from representatives on outside organisations Senior Citizens Centre no meeting Infants School Governors - no meeting Safer Neighbourhood – no meeting – make CCTV enquiries with regard to replacing or updating current system Lothian Gardens – Rospa report received - a damaged swing is being replaced Festival – no meeting Sporting Partnership- no meeting KN Storage Depot – no meeting</p> | |
| 515 | <p>Clerks Report Pinders Circus had been well received The application for re accreditation of the Quality Council status for the next four years had been successful – the certificate will be presented at the start of the September Parish Council Meeting Correspondence DCC Excellence in Community Awards DCC B Line magazine Clubs and Councils Direct magazine Proposed footpath change at Staunton Harold by NWLDC</p> | |
| 516 | <p>Members items for information report and consideration Cllr Freeman – documentation received be put on the website with hard copies by e.mail or left in the police office to be picked up Cllr Hicklin – meetings Monday 12th July should start at 7.15 with a walk round the Lothian Gardens Cllr Parker – overhanging trees at Robinsons Hill</p> | |

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| | <p>Cllr Smith – smell from the drains in the Market Place report to Severn Trent</p> <p>Cllr Boston – need for a shelter at the Lothian Gardens</p> <p>Cllr Carroll –speeding cars on road to the allotments and a car park without planning permission</p> | |
| 517 | <p>Burial Committee to become an advisory committee - Cllr Freeman</p> <p>It was resolved the July/ August meeting of the Burial Committee shall be an Advisory Committee and the September meeting shall be a meeting of the Standing Committee</p> | |
| 518 | <p>Plans considered no objection</p> <p>522FH extension at 9 Blanch Croft</p> <p>523FH extension to existing garage at 64 Main St</p> <p>536Lresurfacing of courtyard and garage access area at Elms Farm Trent Lane KN</p> <p>511FH replacement of windows and brickwork at 21 High Street</p> <p>560U change of use to unit 1 Russell Yard from a stationery shop to a letting agents</p> <p>569FH erection of an extension and external gate in existing stone boundary wall at 78 Castle Street</p> <p>553U retrospective change of use from an existing stable block to a dwelling at 22 Victoria Street</p> <p>579FR approval of reserved matters 9/2009/0364 erection at of a dwelling on land south of Sir Henrys Lane-Cllr Parker left the room while this was discussed</p> <p>595 TC crown raising of 2 silver birches at 11 Potter Street Mews</p> <p>599U change of use from a garage to a single dwelling at 63 Main Street KN</p> <p>Plan considered objection</p> <p>571FM erection of a detached dwelling at 55 Commerce Street – have reservations over this application and believe it would be inappropriate to give permission in this already a densely populated part of the town with narrow streets and the provision of 3 garages means the loss of three on street parking places</p> | |

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Committee Minutes

Burial Grounds

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| | Date of next meeting 7.15 pm Monday 13 th September 2010 at the Cemetery Chapel | |
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Highways and Street Lighting

Minutes of a meeting of the Highways and Street Lighting Committee held at 7.30pm Monday 12th July 2010 at the Council Chamber

Present – Cllr P Willmore (Chairman) Carroll Collyer Crawford Dunnicliff Earp Freeman Hicklin Howard Jackson Parker Sharp Smith and the Clerk.

Apologies Cllr Boston & Moore

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

| No. | Minute | Action |
|-----|--|---------------|
| 482 | Red telephone box at Packhorse Road purchased from BT | Clerk |
| 483 | Market Place Clock still not properly illuminated – in view of problem encountered by SDDC resolved PC hire lift locally and replace the faulty bulb | Clerk |
| 484 | Dropped kerbs at Kings Newton - nothing | Cllr Harrison |
| 485 | DCC putting request for new kerbs at High Street out to the consultants who decide priority | |
| 486 | Dog fouling posters– waiting supply from SDDC | Jack Twomey |
| 487 | Holes in grass verges at Queensway being dealt with by residents | Lee Carter |
| 488 | Castle Square lamp on stone plinth not working- waiting action by DCC | Cllr Harrison |
| 489 | Request by DCC for HGVs route to Industrial Estate – suggest via Ashby Rd High St Church St and Castle St – DCC in meantime will remove Lilypool sign and resite Ind Estate at bottom of Potter St but not remove the site at top of street at present | Clerk |
| 490 | Request for grit bins - ascertain with DCC availability | Clerk |
| 491 | Overhanging tree at Stanton gutter – check if pruned | DCC |
| 492 | Dog Fouling notices- SDDC have up to date stickers to put on the existing signs | Jack Twomey |
| 493 | DCC state restrictions cannot be imposed on vehicles using Trent Lane in connection with business at the Storage Depot – copy Mr C Robey and KNRA | Clerk |
| 494 | Litterbin for entrance to cycle track at Trent Lane | Cllr Harrison |
| 495 | Breach Lane overgrown hawthorn hedge – check progress if necessary report again to DCC | |
| 496 | Derby Rd /KN Lane junction- following site meeting resolved to | |

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| | support DCC planned changes | |
| 497 | Lime trees at junction of Queensway and Derby Road hanging over the pavement – lower branches not yet removed | |
| 498 | Request for sign at Potter St warning drivers of children exiting the Wesley refused by DCC as it does not meet criteria | |
| 499 | Health & Safety matters –none | |
| 500 | SDDC tree over pavement outside 28 Queensway trimmed | |

Date of next meeting 8.00 pm Monday 13th Sept 2010 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 9.00pm Monday 12th July 2010 at the Council Chamber.

Present – Cllr A Jackson (Chairman) Boston Collyer Earp Freeman Hicklin Howard Sharp Smith and the Clerk.

Apologies Cllr Carroll Crawford Dunnicliff Moore Parker & Willmore

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

Matters to report

| No. | Minute | Action |
|-----|--|-------------------------|
| 234 | Lothian Gardens – broken child swing replaced – replace two picnic tables, renew the ground cover netting and schedule out work in Rospa report for contractor and ensure the length man removes the graffiti | Clerk |
| 235 | Old Burial Ground Problem of multi stemmed lime blocking light to apartments being dealt with by Cllr Smith and Willmore Place order with Melbourne Tree Services to remove self set holly bushes and undertake tree works as quoted | Cllrs Smith/Willmore |
| 236 | Remove the circus posters from round the town A pop concert is scheduled for the sloping pitch on 24th July | Clerk/Sexton |
| 237 | Clerk has applied to police for details of persons who allegedly burnt the pavilion fence in order to go to court for costs | |
| 238 | Proposed levelling of rugby pitch - site meeting with SDDC and Max Plant 3pm 15 th July – Cllrs and Clerk to attend | Clerk |
| 239 | Sexton to remove bag of rubbish at Coronation Close and at triangle bottom of Chapel St | |
| 240 | Swings removed by SDDC – write John Harrison with ROSPA report and insurance cover - reported SDDC are considering resiting the swings away from the trees | Clerk |

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| 241 | Health and Safety – no issues | T |
| 242 | T H Heath to side up hedge to Cockshut Lane – request by DCC | |

Date of next meeting 8.30pm Monday 13th Sept 2010 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 9.30 pm Monday 12th July 2010 at the Council Chamber.

Present – Cllr C Howard (Chairman) Carroll Collyer Crawford Dunicliff Earp Freeman Hicklin Jackson Parker Sharp Smith Willmore and the Clerk.
Apologies Cllr Boston & Moore

Matters to report

| No. | Minute | Action |
|-----|--|----------------------------------|
| 203 | Managers report for June noted-arrange for windows to be cleaned | |
| 204 | Lease – Cllr Collyer has received from SDDC latest schedule of condition items requiring signing off before lease can be completed Copy to Cllr Howard -then need site meeting | |
| 205 | The informal next informal discussions between the Council Members and Messrs Batchelor Roseburgh and Hay of SDDC concerning the SDDC ideas for performing arts and sport for the town will be held 22 nd July – Cllr Howard will make a verbal report to Council in September | |
| 206 | Recharge of services to SDDC from 1st April to date | Clerk |
| 207 | Locking of Market Place toilets and Lothian Gardens locking – current arrangements have been clarified | Clerk and Chair to make proposal |
| 208 | Health and Safety – staging – establish with Tim Cole whether he would be prepared to erect and dismantle the staging for lets in the future –Tim Cole to 1)check the equipment for sharp edges and dangerous staples 2) set out the stage and then put away to establish the time cost to be recharged to hirers 3)quote for a better method of securing the stage using substantial strips of wood and bolts | Clerk |

Date of next meeting – 9.00pm Monday 13th Sept 2010 at The Council Chamber

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Committee 4 - Leisure Centre.

Cllr C Howard - Chairman

