

Melbourne Parish Council

Mrs J Storer, Clerk to the Parish Council, 2 Mansfields Croft, Etwall, Derbyshire DE65 6NJ



Minutes of the Ordinary Meeting of Melbourne Parish Council held at 7.30pm Tuesday 1st September 2015 at the Lounge Room, Melbourne Assembly Rooms, High Street, Melbourne

965. Councillors Present: Cllr Earp (Chair), Carpenter, Carroll, Hicklin, Hudson, Minifie, Parker, Sharp, Smith, Stockill.

In Attendance: Mrs J Storer, Cllr Mrs Chilton, Cllr Hewlett, Cllr Harrison, 1 member of the press from the Village Voice, 2 residents.

966. Apologies: Apologies were received and accepted from Cllr Collyer (personal), Cllr Dunnicliff (personal), Cllr Jackson (personal), Cllr Howard (personal), Cllr Willmore (personal).

967. Declaration of Interests: No declarations were made.

968. Variation of Order of Business: There was no variation to the order of business.

969. Public Participation

Public Representations

Mr Paul Grimley explained that he had undertaken a visual survey of the drains within Melbourne; the results of which have been passed to Severn Trent Water (STW), DCC, SDDC and to the Parish Council.

At the inaugural meeting of the Flood Liaison Group held on 25th August, DCC confirmed that they are the responsible body for the drains, that they subcontract this out to SDDC, who in turn subcontract the cleaning to a third party. DCC added that under the Service Level Agreement (SLA) with SDDC, the drains should be cleared annually and DCC should receive a report of any blocked drains. DCC informed that it has no record of any reports of blocked drains in Melbourne. Mr Grimley requested that all bodies exert pressure on the organisation which is responsible for clearing the drains and to hold this organisation(s) to account.

County Councillor report

Cllr Chilton reported that she is awaiting the completed documentation from the Church Commissioners for the diversion of pfp 8.

Pfp 18 will be closed from September 2015 for a number of months in order to accommodate the building works at the former Packhorse Inn.

A meeting was held in mid August with DCC representatives about a request made for a pedestrian crossing in the centre of Melbourne. An explanation was provided of the necessary criteria to be met in order for a crossing to be installed, but the criteria has not been met in Melbourne and consequently no crossing will be installed.

DCC has decided that the Adult Education Centre in Melbourne is surplus to requirements but it is to be retained for the school use/development.

District Councillor report

Cllr Hewlett reported that work has begun on the Cockshut Lane development. The first works to be undertaken will be the clubhouse and the tennis courts which aim to be completed by August 2016.

SDDC Community Partnership grant scheme distributed funds to various projects; two of which were in Melbourne. These being MARS and the MSP.

The Sports Awards (SDDC) is now open for nominations.

The CAB is seeking volunteers and is holding an Open Day.

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SDDC Sustainability Assessment is out for consultation and clarification was provided that there will be no requirement to provide extra housings in Part One of the Local Development Plan (LDP). Cllr Carroll commented that the number of required houses quoted in the LDP appear to change regularly and it is difficult to keep pace with and to understand the reasons for the changes, particularly when a NDP is being produced.

Cllr Hewlett agreed with the comment adding that he was unable to provide clarification as to why the numbers changed; this was a complex situation, one which the Planning Dept was more qualified to explain.

Cllr Parker reported on the inaugural meeting of the Flood Liaison Group. The discussions focused on the aims of future meetings and STW repeated that they want residents to provide them with information about flooding hotspots. Cllr Chilton added that some building contractors are washing out their equipment directly into the drains; depositing stone, cement and plaster into the drains. She made a request that all are educated as to what can and cannot be put down the drains.

970. To confirm the Minutes of the Ordinary meeting held 7th July 2015

The Minutes of the Ordinary meeting held 7th July 2015 as previously circulated, were approved as a correct record and signed by the Chair.

971. To confirm the Minutes of the Extraordinary meeting held 15th July 2015

The Minutes of the Extraordinary meeting held 15th July 2015 as previously circulated, were approved as a correct record and signed by the Chair.

972. To receive reports from Committees and working Parties

Highways Committee

The minutes of the Highways Committee meeting held on 15th July 2015 had been previously circulated to all members.

It was noted that an area of pavement between the Post Office and the estate agents was sinking. This will be reported to DCC.

Planning & Strategy Committee

The minutes of the Planning & Strategy Committee meeting held on 15th July 2015 had been previously circulated to all members.

Min 4. Cllr Hicklin suggested that the Parish Council should enter the next Great British High Street Competition. Cllr Hudson will make further enquiries about the criteria and what is required.

Min 5.5 Cllr Carroll reported that not all members of the NDP attended the last NDP meeting, and whilst some concerns were raised about the alternating of meeting times, the matter will be raised again at the next NDP meeting

Telephone Kiosk Working Party

No meeting has occurred.

Neighbourhood Development Plan (NDP)

The last meeting was held on 10th August 2015. The major objects of the NDP have been drafted and reviewed and will be presented to the next NDP meeting for approval.

Mr P Grimley has been asked to assist with the drainage part of the NDP.

Members of the NDP met with SDDC planning officers regarding the Jawbone Lane planning applications and its impact on the construction of the NDP. SDDC confirmed that it is to consider

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both applications together and made the recommendation that the NDP/Parish Council does not appoint a planning consultant until the outcome of the Jawbone Lane applications are known. SDDC provided details of a planning consortium as an alternative to engaging the services of a planning consultant.

Questionnaires have been sent out to businesses and initial results were given; but consultation with the wider community is still required.

Regarding health provision, the GP surgery has been granted permission to extend its premises but there continues to be the very real problem of a lack of GPs.

The new Head of Chellaston School has made a current commitment to providing places for Melbourne children but has added the caveat that he was unable to have an impact on future guarantees.

Burials meeting with architect on 21st August 2015

An initial meeting was held with an architect and practical advice was given about making current use of one of the side chapels. The left hand chapel is being cleaned and will be available to be used for memorial services from October.

In the Clerk's report a request was made for funding towards a remembrance tree at Christmas.

Following discussions it was **RESOLVED to provide £100 towards the costs of obtaining and equipping a remembrance tree.**

The Clerk's report also made reference to the holding of a non-religious carol service in December. Following discussions it was **RESOLVED not to hold this event; it will be considered for the following year.**

Cllr Hicklin suggested that a Memorial Book could be purchased and made available on a daily basis. This matter will be considered by the Burial Committee.

973. To determine if any matters are to be taken with the Public excluded

No items were deemed to be taken with the public excluded.

974. Chair's Announcements

The Chair reported on her attendance at the breaking of the soil at the Cockshut Lane development.

975. To receive the Clerk's Report

The Clerk's report as previously circulated was accepted without further comment.

976. To appoint Cllr Parker as the Parish Council representative on the Flood Liaison Group

RESOLVED: to appoint Cllr Parker as the Parish Council's representative on the Flood Liaison Group

977. Reports from representatives on outside organisations

Senior Citizens Centre – A lease is still awaited; no further report was given.

Infant School Governors – The Governors will start the process to recruit a new Head Teacher.

Safer Neighbourhood – There is still some grant funding available from SDDC and the Highways Committee will discuss whether to make an application for grant assistance relating to the possible upgrade of the CCTV system.

Education for Melbourne – No meeting has taken place.

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Festival – All events are ready and these were described briefly. Volunteers are still required for the selling of the programmes and an appeal was made for volunteers.

Sporting Partnership – No report was provided

Melbourne Assembly Rooms (MARS) – Cllr Carpenter reported on the short term improvements that will take place, in addition, improvements are looking to be made in the East Lobby. The MARS Board still intends to progress the HLF bid.

Cllr Carroll asked that items of the Parish Council's which were removed from the walls during the recent redecoration, could be rehung or if not, then arrangements made for them to be stored correctly. It was noted that some equipment in MARS which are on the Parish Council's asset register but which are no longer required by the Parish Council and in addition, are of little, if any, monetary value.

RESOLVED to bequeath the following items to MARS as no charge

- **Cooker**
- **Hoover**
- **Heater**

Donington Park – There has been no meeting.

978. Cockshut Lane sports development

During the legalities to transfer the land at Cockshut Lane, initially to SDDC and then for it to pass to the MSP, the Parish Council's solicitor's advice has been accepted and followed.

RESOLVED to accept the advice of the solicitor and to minutes

- a) **to confirm entering into an agreement to secure the most advantageous use of land as a public recreation ground for the residents of Melbourne**

- b) **to confirm that cricket facilities will be available at the facility even if the location has changed slightly**

979. Governance Matters

a) To consider a report on the Local Council Award Scheme

The Clerk had previously attended a training seminar on this new Scheme and prior to the meeting, had circulated a report explaining the purpose and process of the Scheme.

Following discussions it was **RESOLVED not to participate in the Local Council Award Scheme.**

b) To adopt the General Power of Competence (GPC)

Prior to the meeting the Clerk had circulated a report on the GPC and at the meeting provided additional information, including clarification on the loss of the S137 power in order to be able to use money under the GPC.

RESOLVED unanimously to adopt the General Power of Competence.

980. Parish Council assets

- a) To execute the Transfer Deed for the purchase of the public toilets on Derby Road, Melbourne
RESOLVED to sign and seal the Transfer Deed for the public toilets on Derby Road; transferring them from the District Council to the Parish Council

- b) To sign the Deed of Dedication relating to the Cockshut Lane development

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RESOLVED to sign and seal the Deed of Dedication relating to the Cockshut Lane development.

981. Correspondence

1. DALC – Various Circulars
2. Mrs D Fathers – Poor condition of the road at The Crescent
The Chair suspended Standing Orders to allow Cllr Harrison to update the meeting
Cllr Harrison repeated that the ownership and responsibility of the road is still with the District Council's legal dept.
The Chair returned to Standing Orders.
3. RoSPA – Report on Lothian Gardens
4. Mrs Robbins – Suggestion to relocate the jawbones
Referred from the Strategy Committee for the Parish Council to consider
This request to relocate the Jawbones was transferred back to the Parish Council for consideration.
RESOLVED not to transfer the jawbones but to retain them in their current location.
In addition, there is to be clarification about the ownership of the land that the jawbones are sited upon.
5. Cllr Chilton – Information relating to the ownership of Market Place
6. SDDC – Inspection Report of the play equipment on District Council controlled land
7. DCC – Confirmation that an order has been submitted to repaired the 40mph sign on the A514
8. DCC – Confirmation that the defaced 40mph speed sign on Cockshut Lane is to be replaced
9. DCC – Response to request for the installation of a pedestrian crossing in the centre of Melbourne, being for an officer to attend a site meeting on 9th August
10. SDDC – Grant application form for funding from Safer Neighbourhood fund of a possible upgrade of the CCTV system
11. SDDC – Advising that the leases relating to the Cockshut Lane development have been exchanged.
12. Neighbourhood Development Plan – Minutes of the meeting held 10th August 2015
13. SDDC - Parish Liaison minutes and forthcoming briefing sessions
14. SDDC – Derbyshire Cycle Plan
15. Mr G Medland – Overgrown foliage covering pavements
Matter reported to DCC and letter sent to owner of the property
16. DCC – Confirmation that a letter has been sent to the owner on Derby Road where shrubbery is overhanging and obstructing the pavement.
17. Mr P Grimley – Copy of email sent to Cllrs and ST regarding blocked gullies

982. Finance

a) **RESOLVED the accounts for payment were approved and payments were authorised.**
Appendix 1. The receipt of the second half of the precept was noted at £31,513.

b) Risk assessments

There were no amendments to the risk assessment.

c) New Chairman's Honour Board

The Clerk has not received an alternative quotation.

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RESOLVED to continue to seek the second quotation.

d) Audit Return for 2014/15

The Audit Return for the previous financial year, has been returned. There are no comments or queries raised. The Notice of Closure of Audit has been displayed for the required number of days.

983. Consideration of Planning Applications

9 2015 0592 – The felling of a conifer tree (T1) at 42 Derby Road, Melbourne

NO OBJECTIONS

9 2015 0593 – The felling of two trees at 46 Derby Road, Melbourne

NO OBJECTIONS

9 2015 0576 - The erection of extensions and alterations, the enlargement of the existing vehicular highway and the associated garden works at 26 Church Street, Melbourne

NO OBJECTIONS

9 2015 0509 – the conversion of outbuilding (use Class C3) to a dog grooming business at 46 Commerce Street, Melbourne

NO OBJECTIONS

9 2015 0601 – Extension to industrial (use class B2) premises at Quill International Group, Castle Lane Industrial Estate, Castle Street, Melbourne

NO OBJECTIONS

9 2015 0642 – The demolition of existing semi-bungalow and garage block and the erection of a new dwelling and garage at 20 Market Place, Melbourne

9 2014 1145 – Outline application (all matters to be reserved) for the residential development of up to 120 dwellings at land at SK3825 9795 and Jawbone Lane, Kings Newton

Reason for consultation: Revised plans and statements

OBJECTIONS as per previous reasons

9 2015 0628 – The erection of extensions at 35 Nettlefold Crescent, Melbourne

NO OBJECTIONS

9 2015 0647 – the erection of replacement dwelling and detached garage after demolition of existing bungalow at Park Lea, Melbourne Lane, Ticknall

NO OBJECTIONS

9 2014 1145 – Outline application (all matters to be reserved) for the residential development of up to 120 dwellings at land at SK3825 9795 at Jawbone Lane, Kings Newton

REASON FOR RECONSULTATION: Additional visualisations and amended masterplan

OBJECTIONS as per previous reasons

9 2015 0643 – The erection of a conservatory at 14 Potter Street, Melbourne.

NO OBJECTIONS

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9 2015 0663 – The erection of a five bedroom dwelling and detached outbuilding including new accessed to the proposed dwelling and existing public house at Ye Olde Packhorse Inn, Packhorse Road, Melbourne

OBJECTION: on the grounds that the creation of 2 new access points to the property is hazardous particularly being so close to the roundabout, this presents significant risks to pedestrians.

9 2015 0578 – The erection of a garage extension at 86 The Woodlands, Melbourne
NO OBJECTIONS

9 2015 0671 – Listed building consent for minor alterations to a wall within the property to expose oak beams and repair damaged section of one beam and replacement of existing soft wood staircase with an oak staircase at 20 Main Street, Kings Newton
NO OBJECTIONS

9 2015 0558 – New agricultural dwelling in part of existing curtilage of Woodhouse Farm Cottage, Woodhouses, Melbourne
NO OBJECTIONS

9 2015 0546 – Outline application (all matters except for access layout and scale to be reserved) for the erection of a single storey building to create 5 letting bedrooms at Melbourne View Hotel, Station Road, Melbourne
NO OBJECTIONS

9 2015 0694 – The felling and pruning of trees at 62 Derby Road, Melbourne
NO OBJECTIONS

9 2015 0629 – Change of use to taxi rank office (use class SUI Generis) at Unit 2, Castle Lane Industrial Estate, Castle Street, Melbourne
NO OBJECTIONS

9 2015 0508 – The erection of a cattle shed (west) at Chantry Farm Shop, Kings Newton Lane, Melbourne
NO OBJECTIONS

9 2015 0726 – The erection of a proposed cattle shed (east) at Chantry Farm, Kings Newton Lane, Melbourne
NO OBJECTIONS

9 2015 0557 – The erection of a 3 bed dwelling and 2 car port (resubmission of 9/2014/0544) with use of existing access from road on land to the rear of 78 Ashby Road, Melbourne

REASON FOR RECONSULTATION: Development not in accordance with the development plan.

NO OBJECTIONS

984. Consultation for consideration

a) SDDC – Licencing policy

b) SDDC – Gambling policy

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RESOLVED no comments were raised on either of these consultation documents.

985. For information only

a) Forthcoming meetings and training

None are known

b) Meetings attended

- * Joint Liaison meeting between Parish Councils and SDDC – 8th July at 6.30pm at SDDC offices
- * Area & Safer neighbourhood Meeting – 22nd July 2015
- * Meeting with Severn Trent Water – 25th August 2015

No further reports were given.

c) Members reports

i) Cllr Earp reported on an email received from a resident who was making a request for consideration to be given by the GP surgery to creating an access to the surgery from Penn Lane. The Clerk was instructed to write to the Surgery urging them to create an access point from Penn Lane whilst NHS England are extending the Surgery.

ii) A resident has requested that the overgrown pavement at Woodhouses is cleared. The Clerk was instructed to write to the Highways Dept with the request for the works to be carried out.

iii) SDDC has provided a diagram of the proposal for the car park once the recycling bins have been removed. This will be considered by the Highways Committee.

iv) The path between Moira Street and the Cricket pitch is overgrown. The Clerk was instructed to make arrangements for the vegetation to be cut back.

v) The next NDP meeting will be held on 7th September at 2pm at MARS.

vi) The Government has released information about the creation of Health Towns. This will be included on the agenda for the October full Council meeting. Cllr Carroll will undertake some research and take the lead on this agenda item.

986. Date of the next Parish Council meeting

The next full Parish Council meeting will be held on TUESDAY 6th OCTOBER 2015 at 7.30pm in the Assembly Rooms, Melbourne.

The Committee meetings are as follows

| | |
|----------------------|---|
| Burials Committee | 14 th September 2015 at 6.30pm |
| Highways Committee | 14 th September 2015 at 7.30pm |
| Facilities Committee | 14 th September 2015 at 8.00pm |

All meetings will take place at the Melbourne Assembly rooms.

There being no other business, the Chair closed the meeting at 9.20pm.

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APPENDIX 1

| <u>Description</u> | <u>Chq No</u> | <u>£</u> |
|---|---------------|----------|
| Frost Grab Hire - remove soil at cemetery | 6785 | 190.00 |
| E.on | 6786 | 54.17 |
| City Fire Extinguisher | 6787 | 27.24 |
| Grant Thornton Audit fee | 6788 | 480.00 |
| Melbourne Print | 6789 | 191.92 |
| SDDC | 6790 | 2473.98 |
| Village Voice | 6791 | 88.80 |
| Mrs J Storer - expenses | 6792 | 155.16 |
| I Stone - mowing | 6793 | 564.57 |
| M Smith - NDP expenses - postage | 6794 | 108.00 |
| M Gildea - NDP exps | 6795 | 113.76 |
| Cancelled | 6796 | |
| R Holman - expenses to repair chapel | 6797 | 70.25 |
| J Storer - Sept Salary | 6798 | 802.96 |
| J Bancroft - Sept salary | 6799 | 1323.48 |
| R Holman - Sept salary | 6800 | 1307.74 |
| A Hicklin - salary | 6801 | 531.10 |
| HMRC - Sept PAYE & NI | 6802 | 141.59 |