

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 6th October 2015 at the Lounge Room, Melbourne Assembly Rooms, High Street, Melbourne

987. Councillors Present: Cllr Earp (Chair), Carroll, Hicklin, Howard, Jackson, Minifie, Parker, Sharp, Smith, Stockill, Willmore (from 7:35pm).

In Attendance: Mrs J Storer, Cllr Hewlett (from 8:09pm to 8:17pm), Cllr Harrison (from 8:04pm to 8:17pm), 1 member of the press from the Village Voice, 3 residents.

988. Apologies: Apologies were received and accepted from Cllr Collyer (work), Cllr Dunicliff (personal), Cllr Carpenter (personal), Cllr Chilton.

989. Declaration of Interests: No declarations were made.

990. Variation of Order of Business: It was agreed to defer the reports from District Councillors until Cllrs Harrison and Hewlett could attend the meeting.

991. Public Participation

Public Representations

Two ladies in attendance explained they were attending the meeting to complain about a recent incident relating to their father's ashes. It was stated that they had placed a handful of their late father's ashes onto their mother's grave and whilst they accepted that this was done without the necessary permissions, the ladies explained that they and another family member had been distressed by the removal of the ashes, by the notice placed on their mother's grave and by the notice placed on the Parish Council's website which had advised of the action taken by the Parish Council and which appealed for information. The Chair acknowledged that the ladies were upset and that the matter would be discussed in the Parish Council meeting.

County Councillor report

No report was provided.

District Councillor report

This was deferred until the arrival of the District Councillors.

Report from Severn Trent Water (STW)

There was an expectation that STW was to attend the meeting to present an update on their investigations into the flooding matters within Melbourne. No representative from STW was in attendance and no report had been provided. The Clerk has emailed STW for a report and information on meeting dates, but to date there has been no reply. The meeting was advised by the member of the press of the following meeting public meeting dates:-

30th October, 27th November, 8th January 2016. All meeting will be held in the Melbourne Assembly Rooms at 6.30pm.

Police Report

No members of the police were in attendance and no report was provided. The Clerk advised that PC Vic Centro is relocating to Derby on 10th October and eventually another officer will be appointed as her replacement.

992. To confirm the Minutes of the Ordinary meeting held 1st September 2015

The Minutes of the Ordinary meeting held 1st September 2015 as previously circulated, were approved as a correct record and signed by the Chair.

993. To receive reports from Committees and working Parties

Highways Committee held 14th September 2015

Melbourne Parish Council

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



The minutes of the Highways Committee meeting held on 14th September 2015 had been previously circulated to all members.

The Clerk has submitted a grant application to the Safer Neighbourhood Panel for financial assistance with the upgrade of the CCTV. No decision on the grant application is expected before the end of the month.

Min 427 – Cllr Carroll informed the meeting that the landowner of the tree which is causing an obstruction of a street light, has made attempts to prune the tree.

Burial Committee held 14th September 2015

The minutes of the Burial Committee meeting held on 14th September 2015 had been previously circulated to all members.

Min 282 – The list of landowners is still outstanding and no action has been taken on this matter.

Min 289 – Permission was granted to site a bench; the family has not replied advising of their preferred location.

Min 290 – The topple test will take place at the end of the year.

Facilities Committee – 14th September 2015

The minutes of the Facilities Committee meeting held on 14th September 2015 had been previously circulated to all members.

Min 123 – A request was made to a landowner to take action on a tree which is causing damage to the paving stones on the entrance to Lothian Gardens. This matter will be discussed further at the next Facilities Committee.

Telephone Kiosk Working Party

No meeting has occurred but Cllr Earp reported that the developers details are being sought.

Neighbourhood Development Plan (NDP)

The last meeting was held on 7th September 2015, with the next meeting being held on 12th October 2015. The draft vision statement was considered to be too long and at the next NDP meeting a shorter statement is to be agreed.

The Community and Leisure Group met with local residents and visitors to Melbourne. There has been a 23% return of the business surveys. Cllr Hudson is to take over the area of transport and traffic. Members of the NDP were advised about the declaration of pecuniary interests but considered that they still wished to have a form to complete; Cllr Carroll and the Clerk will draft a form. Contact has been made with the Repton NDP Group and ideas have been shared.

Late Night Event – 4th December 2015

Cllr Willmore provided a full report on progress to date, on the road closures and the format of the evening. It was noted that the road closures will prevent buses from travelling through Melbourne between 4pm and 9pm; the operation of the diversions were discussed and agreed.

Publicity for the event will occur nearer to the date.

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

No items were deemed to be taken with the public excluded other than those listed in the agenda.

994. Chair's Announcements

a) The Chair attended the Arts Festival which was a very successful event and thanks were conveyed to the organisers. A letter will be sent to Mrs S Dobby.

The Chair has received an email which was read to the meeting, congratulating the Parish Council on the purchase and installation of the new play equipment.

b) Matters raised in the public section of the meeting.

The Clerk provided a brief background as to how the collection of the ashes referred to earlier in the meeting, had occurred.

The ladies who had raised the matter, expressed their distress and anger over their treatment and left the meeting. The matter was referred to the exempt section of the meeting.

Melbourne Parish Council



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

995. To receive the Clerk's Report

The Clerk's report as previously circulated was accepted without further comment.
8.04pm Cllr Harrison arrived.

996. To receive a report on the Great British High Street Competition (Cllr Hudson)

This matter was deferred to a future meeting, when Cllr Hudson could provide a report.

997. Reports from representatives on outside organisations

Senior Citizens Centre – No meeting has taken place but a 5 year lease on the Centre has been granted.

Infant School Governors – The Governors have started the process to recruit a new Head Teacher.

Safer Neighbourhood – The next meeting will be held on 29th October.

Education for Melbourne – No meeting has taken place.

Festival – Cllr Carroll reported that this was a record breaking year with many positive comments being received. A letter of thanks is to be sent to Sharon Brown for her hard work and efforts in arranging the Festival.

8:09pm Cllr Hewlett arrived.

Sporting Partnership (MSP) – Cllr Jackson reported that the foundations are in place and the MSP is now considering staffing and fund raising matters.

Melbourne Assembly Rooms (MARS) – No report was received.

Donington Park – There has been no meeting.

Gray, Green & Adcock Charity – The next meeting will be held on 11th November 2015.

The Chair suspended Standing Orders to allow the District Councillors to address the meeting. Cllr Harrison reported that they had both attended tonight's District Council's planning committee meeting, where a unanimous decision had been made to refuse both planning applications at Jawbone Lane. He added that there maybe the possibility of an appeal being made by the developers. The news was welcomed by the Parish Council with a round of applause.

Cllr Harrison reported that the responsibility of the maintenance of The Crescent road surface is complex. There are three properties in the ownership of SDDC; the others are now privately owned. Of these in private ownership, half had no clause in the sale contract that they should contribute to the maintenance of the road and pavement; the other half does have such a clause. The officers are still working on the situation but it maybe a lengthy process.

SDDC has identified the car park of MARS as the only other location to site the recycling bins if they are removed from the Lamb car park. This would not generate any net increase in parking provision within Melbourne.

RESOLVED that the recycling bins should therefore remain where they are in the Lamb car park.
The Chair returned to Standing Orders.

8:17pm Cllrs Harrison and Hewlett left the meeting.

999. Update on the Cockshut Lane sports development (Cllr Jackson & Clerk)

No further information was provided.

1000. Healthy Towns (Cllr Carroll)

Melbourne Parish Council



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

Cllr Carroll reported that she had studied the information and that it was not applicable to Melbourne. No action will be taken on this matter.

1001. Parish Council assets

a) Public Toilets

The public toilets are now in the ownership of the Parish Council, with effect from 15th September 2015. Cllr Willmore's offer to appeal the NNDR on the public toilets was accepted. The Clerk will provide Cllr Willmore with the invoice. **(Action: Clerk & Cllr Willmore).**

b) Chapels

The chapel has been cleaned, painted and is ready to be used for services.

Cllr Willmore agreed to make enquiries as to whether any NNDR relief on the Chapel can be obtained. **(Action: Cllr Willmore).**

1002. Correspondence

1. DALC – Various Circulars
 2. ICCM – The Journal Autumn 2015 issue
 3. SDDC – Sustainability Appraisal Addendum (consultation dates 28.08.15 – 12.10.15)
 4. DCC – Notification that the sinking pavement between the Post Office and Estate Agent has been repaired.
 5. SDDC – Advising that a Rugby Session to be held over the October half term
 6. SDDC – Confirmation of transfer of the public toilets to the ownership of the Parish Council
 7. DCC – Proposed changes to the minor maintenance scheme (deadline November 2015)
 8. Mr B Thomas – Advising of condition of public footpath at Kings Newton.
 9. Mr C Godfrey – Querying the price of a memorial plaque
 10. SDDC – Open Spaces consultation (deadline 11th October 2015) *previously circulated*
 11. DCC – Equality Impact Questionnaire (deadline 2nd October 2015) *previously circulated*
 12. SDDC – Invitation to the Chair's Civic Service
 13. N West Leicestershire – Draft Local Plan Consultation
- All correspondence was noted.

1003. Finance

a) **RESOLVED** the accounts for payment were approved and payments were authorised.

Appendix 1. No receipts were received.

b) Risk assessments

There were no amendments to the risk assessment.

1004. Consideration of Planning Applications

9 2015 0771 – The erection of an extension to form a garage at 140 Packhorse Road, Melbourne
NO OBJECTIONS

9 2015 0776 – The felling of a tree within the conservation area at Four Gables, 14 Castle Mews, Melbourne
NO OBJECTIONS

9 2015 0799 – The proposed removal of existing conservatory and erection of rear lean to roofed kitchen/dining extension at 25 Trent Lane, Kings Newton
NO OBJECTIONS

9 2015 0685 – The retention of an extension to the warehouse at unit 8, Castle Lane, Melbourne
NO OBJECTIONS

9 2015 0818 – The felling of a tree at 83 Castle, Street, Melbourne
NO OBJECTIONS

October 2015

Melbourne Parish Council



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

9 2015 0826 – The pruning of a tree at 21 Church Street, Melbourne
NO OBJECTIONS

9 2015 0842 – The demolition of existing semi-bungalow and garage block at 20 Market Place, Melbourne
NO OBJECTIONS

9 2015 0804 – The replacement of 3 front windows at 4 The Mews, Melbourne
NO OBJECTIONS

9 2014 1141 – Outline application (all matters except for access to be reserved) for the residential development of up to 44 dwellings and details means of access on land at SK3825 9087, Jawbone Lane, Melbourne
REASON FOR RECONSULTATION: Reduction in the number of dwellings proposed from 66 to 44 and revised masterplan.
OBJECTIONS on the grounds of the impact on the infrastructure of the Parish and the lack of a clear distinction between Melbourne and Kings Newton.

1005. Consultation for consideration

a) SDDC – Sustainability Appraisal Addendum (consultation dates 28/08/15 – 12/10/15)
Cllr Carroll proposed that Option 3 be adopted; that being the option to share the required number of houses between Amber Valley Borough Council (AVBC) and SDDC.

RESOLVED that the preferred option is that of sharing of the housing allocation by both SDDC and AVBC (option 3).

b) DCC – Proposed changes to the Minor Maintenance Scheme (consultation ends 20.11.15)
This matter has been discussed with the Footpaths Group.

RESOLVED to accept the proposal made by DCC to bid for the minor maintenance fund. The Parish Council will be required to work closely with the Footpaths Group on maintenance matters.

c) SDDC – Open Spaces consultation (deadline 11th October 2015)
The Parish Council agreed with the proposals but noted that there was nothing specific in the report about walking and footpaths being part of ambition for the Open Spaces. The Clerk will make these comments to SDDC. **(Action: Clerk).**

d) DCC – Equality Impact Questionnaire (deadline 2nd October 2015)
It was considered the quality of the questionnaire was poor and no response will be given. The Parish Council accepts the principle of Equality and has already adopted an Equal Opportunity Policy.

1006. Items for information only – no action to be taken

a) Advice on forthcoming meetings and training

Safer Neighbourhood Meeting and the Area Forum will be held on 29th October 2015 at Melbourne Assembly Rooms.

The Clerk has previously circulated all the dates of seminars being run by SDDC.

b) Councillors reports for information purposes only

i) The bollard at the Kings Newton Cross has been knocked over again.

ii) The street light at the top of Robinson Hill is out of action. This will be reported to DCC. **(Action: Cllr Earp).**

iii) Cllr Stockill reported upon the sighting of a HGV lorry that was travelling in an area with a weight limit. He added that the weight limit sign was positioned after the HGV was committed to the route and with no means of turning the vehicle around.

Melbourne Parish Council

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



- iv) The condition of Derby Road gullies were reported as being full of weeds and rubbish. Due to health and safety, it is not possible for the lengthsman to clear this, but it was noted that SDDC had sprayed the weeds the week before. The problem is exasperated by parked vehicles which makes it impossible to clean or clear the weeds.
- v) A request, by four businesses on the High Street, has been made to the Parish Council for the installation of brackets, Christmas trees and lights. It was considered that the village centre Christmas light scheme should remain.
- vi) It was reported that there was a road spillage of what appears to be concrete through the village from Packhorse Road to Robinson Hill. Cllr Minifie will view the CCTV in an attempt to obtain information as to who or what caused this spillage. **(Action: Cllr Minifie).**
- vii) The area between Derby Road and the car park at the back of the Lamb is looking untidy and there are some street lights which are not working. The Clerk will report this to SDDC. **(Action: Clerk).**
- viii) The Market Place Clock is not working. **(Action: Clerk).**
- ix) The lamp on Castle Square is not working **(Action: Clerk).**
- x) The lights between the car park at MARS and the Doctor's surgery are not working. **(Action: Clerk).**
- xi) A request was made for the Chairman's Honours Board to be erected in the Lounge and for the other pictures to be re-erected. Cllr Carroll will raise this at the next MARS Board meeting. **(Action: Cllr Carroll).**

1007. Date for the Parish Council and its Committee meetings 2015

Burial	no meeting
Facilities	12 th October 2015 at MARS – 7.30pm
Highways	12 th October 2015 at MARS – 8.00pm
Planning & Strategy	12 th October 2015 at MARS – 8.30pm

The Chaired moved the following resolution - That in view of the confidential nature of the business about to be transacted it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.

9.06pm Members of the public left the meeting and the Parish Council moved to the Confidential section of the meeting.

1008. Christmas trees quote

The Clerk circulated the quotes for the Christmas trees and lights, together with information relating to the costs of the same for 2014/15.

RESOLVED to accept the quote from Aspen Tree Surgery to provide all the Christmas trees plus to erect and remove the lights. The same Company will be asked to erect the banner promoting the Late Night Event in December and to repair the light at Market Place.

1009. Honours Board quote

The Clerk reported that she still only has one quote.

RESOLVED to try to obtain an additional quote; a further name will be provided to the Clerk.

1010. Discussion of the complaint raised by a Family earlier in the meeting regarding ashes.

The comments and observations raised by the ladies in the public section of the meeting were discussed. Whilst it was acknowledged that there was legislation that needs to be adhered to, possible changes to the existing procedure were debated and how they may be improved.

Melbourne Parish Council

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



RESOLVED to accept that the procedure followed was legally correct. Should there be a future similar circumstance, the Clerk will email the details to all Councillors seeking information before any action is taken.

There being no other business, the Chair closed the meeting at 9.25pm.

APPENDIX 1

<u>Description</u>	<u>Chq No</u>	<u>£</u>
Dove Garage fuel & bins	6803	56.97
J Grimley - website maintenance	6804	310.75
MARS - NDP room hire	6805	30.00
Crane & Walton - legal work on Cockshut Lane lease & purchase of toilets	6806	1409.00
BT - CCTV line rental	6807	92.36
Came & Co - insurance	6808	2084.04
Streetscape - new play equipment	6809	11586.00
Salt Network – CCTV	6810	72.00
Glasdon - new bin for lengthsman	6811	865.46
Mrs J Storer - clerk's expenses	6812	175.95
SDDC - 1 month NNDR toilets	6813	51.51
Eon - electricity at Pavilion	6814	57.83
Eon - electricity at Chapel	6815	11.22
Mrs J Storer - use of home as PC office	6816	179.29
SDDC - NNDR for cemetery	6817	756.00
Ian Stone – Sept mowing	6818	564.57
October salaries	6819-23	3934.57
Melbourne Print	6824	126.95
Eon – electricity at Pavilion	6825	46.94
Bunzl - Toilet Rolls	6826	46.80