

MELBOURNE PARISH COUNCIL

Mrs J Storer (Clerk to the Parish Council)  
Tel: 07734939292  
Email: [Melbourneclerk@aol.com](mailto:Melbourneclerk@aol.com)

DATE: 27<sup>th</sup> October 2015

To: The Chairman and Members of Melbourne Parish Council

Dear Councillor

You are summoned to attend the Ordinary meeting of Melbourne Parish Council which will be held on **Tuesday 3<sup>rd</sup> November 2015 at 7.30pm** in The Lounge, Melbourne Assembly Rooms, Melbourne.

**Members are asked to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.**

Yours sincerely

Jacqui Storer  
Clerk to the Parish Council

AGENDA – ORDINARY PARISH COUNCIL MEETING

PART I – NON CONFIDENTIAL INFORMATION

- 1 To receive apologies for absence.
- 2 Variation of Order of Business
- 3 Declaration of Members Interests.

Please Note:-

- (a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken
- (b) Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

4. To grant any dispensations following declaration of interests
  
5. Public Speaking – Total of 15 Minutes
  - (a) A period of not more than 3 minutes will be made available for members of the public and Members of the Council to comment on any matter.
  - (b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.
  - (c) To receive a flooding update/STW update (if present)
  - (d) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage.
  
6. To approve the Minutes of the Meeting held on 6<sup>th</sup> October 2015 (Copy attached)
  
7. To approve the Minutes of the Confidential Meeting held on 19<sup>th</sup> October 2015 (Copy attached)
  
8. To receive reports from the Committees and Working Parties
  - Highways Committee
  - Burial Committee
  - Facilities Committee
  - Telephone Kiosk Working Party
  - Neighbourhood Development Plan Working Party
  
9. To determine which items if any from Part 1 of the Agenda should be taken with the public excluded.

If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: -

*“In view of the confidential nature of item .... to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item.”*
  
10. Chairman’s Announcements and Reports.
  - a) For the Chair of the Parish Council to present any reports and/or amendments

- b) For the Chair of the Parish Council to report on matters discussed during the public participation section as appropriate
11. To receive the report of the Clerk (previously circulated)
  12. To receive a report on the Great British High Street Competition (Cllr Hudson)
  13. Reports from representatives on outside organisations
    - Senior Citizens Centre
    - Infant School Governors
    - Safer Neighbourhood
    - Education for Melbourne
    - Festival
    - Sporting Partnership
    - Assembly Rooms
    - Donington Park Liaison Committee
    - Grays, Green & Adcock Charity
  14. Parish Council assets
    - a) Public Toilets
    - b) Chapels
  15. Governance
    - a) To adopt the Melbourne Parish Council Tree Policy (Cllr Minifie)
  16. Correspondence
    1. DALC – Various Circulars
    2. Ms R Messer – Request for trees in the Cemetery to be reduced in height
    3. N W Leics- Rival Markets Policy
    4. DCC – Notification of the DCC & Parish Council liaison forum – 23<sup>rd</sup> November 2015 between 6-8pm.
    5. SDDC – Sustainability Appraisal Update October 2015 consultation (between 13<sup>th</sup> October and 24<sup>th</sup> November 2015)
    6. SDDC are seeking nominations for those deserving residents of South Derbyshire who may benefit from a Christmas hamper provided by SDDC. The closing date is 16<sup>th</sup> November.
    7. SDDC – Notification of Grow Wild Spaces Grants
    8. DCC – confirmation that the kerb edging is damaged and will be repaired
    9. SDDC – Notification of diversion of public footpath 3, Kings Newton
    10. Ms S Reddy - Request for work to be undertaken to the trees at

- Cockshut Lane Recreation Ground
11. Mrs J Grimley – complaint about overflowing litterbin, belonging to SDDC at the Sweet Leys Estate.

17. Finance

- (a) Accounts for Payment – see Finance sheet
- (b) Receipts
- (c) To receive a report from the Clerk of actual expenditure to budget
- (d) Risk Assessment update
- (e) To consider the defibrillator housing unit

18. To consider Planning Applications

9 2015 0874 – The two storey side extension to existing dwelling at 79 Spinney Hill, Melbourne  
NO OBJECTIONS

9 2015 0890 – The felling of tree within Melbourne conservation area at 59 Jubilee Close, Melbourne  
NO OBJECTIONS

9 2015 0891 –The pruning of an oak tree covered by SDDC TPO 410 at land at SK3826 4705 Main Street, Kings Newton  
NO OBJECTIONS

9 2015 0887 – The felling of a tree within Melbourne conservation area at The Dower House, Church Square, Melbourne  
NO OBJECTIONS

9 2015 0927 – The felling of a conifer tree and pruning of a cherry tree at 67 Castle Square, Melbourne  
NO OBJECTIONS

9 2015 898 – The erection of a front dormer and roof light at 51 Commerce Street, Melbourne.  
NO OBJECTIONS

9 2015 0844 – The erection of a single storey rear extension and the formation of a dormer window on the rear roof slope at 92 Victoria Street, Melbourne.  
NO OBJECTIONS

9 2015 1013 – Outline application (all matters except for access to be reserved) for the residential development and reconfiguration of existing allotments on land north of Blackwell Lane, Melbourne  
NO OBJECTIONS

9 2015 0953 – The erection of a steel portal frame building with concrete panel walling and cladding at Woodhouse Farm, Woodhouses, Melbourne  
NO OBJECTIONS

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

9 2015 0957 - Formation of a 0.9m wide footpath, connecting rear gardens, to the rear of Plots 21-24 on existing residential development (9/2014/0417 refers). Lane to the rear of plots 21-24 Main Street, Kings Newton.  
NO OBJECTIONS

9 2015 0970 – The certificate of lawfulness for proposed development for the installation of solar panels at Melbourne Water Treatment Works, Broadstone Lane, Ticknall  
NO OBJECTIONS

9 2015 0944 – The erection of an extension and the conversion of the garage at 16 Woodlands Way, Melbourne  
NO OBJECTIONS

9 2015 0978 – The installation of an ATM at 39 Market Place, Melbourne

9 2015 0949 – the erection of a detached garage, loft conversion, canopy to front door and feature gables at Brooklands House, Station Road, Melbourne

19. Consultations for consideration

None received.

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

- a) Advice on forthcoming meetings and training
- b) Councillors reports for information purposes only

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

Burial

Facilities

Highways

Planning & Strategy

*NOTE: Committees are to meet in November to agree their individual budgets for 2016/17. These budgets will be discussed at a Finance Committee meeting to be arranged in December 2015 in readiness for the Parish Council to agree the 2016/17 precept in January 2016.*

**22. To move the following resolution - “That in view of the confidential nature of the business about to be transacted (in respect of the personal situation of an employee which could result in legal proceedings) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.”**

- a) To receive an update on the complaint of 8<sup>th</sup> October 2015
- b) Honours Board quote