

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 December 2015 at the Lounge Room, Melbourne Assembly Rooms, High Street, Melbourne

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

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

1035. Apologies: Apologies were received and accepted from Cllr Howard (work), Cllr Collyer (personal), Cllr Hudson (personal), Cllr Minifie (personal)

1036. Declaration of Interests: Cllr Dunnicliff declared a prejudicial interest in planning application 9 2015 0530 as this is an application made by a family member. Cllr Willmore declared a prejudicial interest in planning application 9 2015 0875 as this is an application made by a family member.

1037. Variation of Order of Business: There was no variation in the business of the meeting.

1038. Public Participation

Public Representations

No representations were made.

County Councillor report

Cllr Chilton reported that 10 members of the public attended the last STW meeting. She provided an update on works undertaken by STW, this includes investigations into the blocked drains at Windsor Avenue which appears to be as a result of vegetation and encroachment of roots. To carry out repairs is expensive and a request was made to residents to exercise care about what is going down the drains. STW issued assurances that they are looking and charting repeat incidents and all reported complaints are being considered.

Efforts are still being made regarding pfp 8 where some problems with drainage has been identified. DCC and STW are to liaise over this matter; some issues remain with the Church Commissioners for resolution and DCC has asked for patience in this matter.

DCC has confirmed that it cannot afford to take any action on the Adult Education Centre despite the School Governors expressing their unhappiness with the lack of action and of possible hazards should action not be taken soon.

District Councillor report

Cllr Harrison reported on his and Cllr Hewlett's attendance at the STW meeting and he expressed his satisfaction that STW is making real efforts to remedy the problems with flooding and drainage in Melbourne.

A further public consultation on the draft LDP occurs between 8th and 10th December, with the Inspector's report being available by the end of the year; anticipated adoption is by the end of May 2016.

Consultations on Part 2 of the LDP start in mid December and run to mid February. The majority of the houses in Part 2 will be placed in the nine key villages in the district, of which Melbourne is one.

Sainsbury's PLC is to invest £10m across the country in a campaign to reduce food waste. SDDC has become the pilot district for this scheme and has been awarded £1m to undertake projects to reduce food waste.

Rapid progress is being made on the clubhouse and artificial pitches at Cockshut Lane; there is still an aim for completion of the facilities by July 2016. There is a shortfall in funding of £150,000, this is required to undertake the final stages of the development; SDDC is investigating ways of generating funds to bridge this shortfall. No examples were provided of how funds would be generated.

Cllr Hewlett reported that there is no update on the proposed changes to the carpark and recycling facilities. Cllr Hewlett explained that the monitoring of parking at the time limited bays will be carried out by contractors.

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Report from Severn Trent Water (STW)

No further report was provided.

1039. To confirm the Minutes of the Ordinary meeting held 3rd November 2015

The Minutes of the Ordinary meeting held 3rd November 2015 as previously circulated, were approved as a correct record and signed by the Chair.

1040. To receive reports from Committees and working Parties

Highways Committee held 9th November 2015

The minutes of the Highways Committee meeting held on 09.11.15 had been previously circulated to all members. Efforts continue to be made for DCC to repair the damaged kerb at Potters Street and the uneven brick sets outside the Natwest bank.

The street signs for Queensway and Beech Avenue have become dislodged and these have been reported to SDDC.

Planning & Strategy Committee held 9th November 2015

The minutes of the Planning & Strategy Committee meeting held on 9.11.15 had been previously circulated to all members. No comments were made.

Facilities Committee – 9th November 2015

The minutes of the Facilities Committee meeting held on 09.11.15 had been previously circulated to all members. No comments were made.

Burial Committee – 23rd November 2015

The minutes of the Burial Committee meeting held 23.11.15, had not been circulated to Cllrs. Cllr Hicklin (Chair of the Burial Committee) requested that a full Parish Council meeting is held to consider the recommendations from the Burial Committee meeting of 23.11.15.

RESOLVED for the Clerk to call a Parish Council meeting to take place on Monday 7th December 2015 at 7.00pm.

Telephone Kiosk Working Party

No meeting has occurred.

Neighbourhood Development Plan (NDP)

Cllr Carroll reported that there had been no meeting since early November; instead a training session on public consultation took place with Joe Dugdale (RAD). The hall at MARS is unavailable in January, the drop in session referred to in the November meeting will now occur in February.

Late Night Event – 4th December 2015

Cllr Willmore explained the road closure and the various stalls that will be at the event. Councillors volunteered to assist with the switch on of the Christmas lights.

1041. 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.

1042. Chair's Announcements

a) The Chair attended the Remembrance Day service which again was successful. Thanks were given to the British Legion for organising the event.

The Chair also attended the chapel to mark the erection of the Remembrance Tree and commented upon how impressive the chapel was looking. The Sexton was commended for his work on cleaning of the chapel.

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

No matters were raised.

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1043. To receive the Clerk's Report

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

The Clerk expanded upon the current arrangements for the mowing of the large grassed area at Beech Avenue/Queensway, of which upon investigation, there appears to be none.

RESOLVED for the Parish Council to take over the mowing of this area.

There have been problems with the delivery of the defibrillator housing unit, which were fully explained by the Clerk. A further period of time will be given to allow for the delivery of the housing unit.

The clock bulb was not replaced when the Christmas trees were erected as the shopkeeper had provided the wrong bulb. A new bulb has been ordered and will be installed as soon as possible. The Christmas trees and new lights have been installed, ready for the Christmas Event on 4th December.

The new Honours Board has been installed at the Assembly Rooms, and the Clerk sought advice as to the signwriter used on previous occasions. Cllr Jackson will provide the Clerk with the signwriter's details.

1044. Reports from representatives on outside organisations

Senior Citizens Centre – Cllr Sharp reported that the Christmas Party will be held on 14th December and that this year has seen a huge increase in the numbers who have joined the Centre.

Infant School Governors – Cllr Smith reported that the Head will leave the school at the end of the term. He commended her services and standard achieved during her six years in charge.

Safer Neighbourhood – No meeting.

Education for Melbourne – No representative was present.

Festival – No meeting has taken place.

Sporting Partnership (MSP) – Cllr Jackson commented that he had nothing further to add to Cllr Harrison's earlier report.

Melbourne Assembly Rooms (MARS) – No representative was attending the meeting, so Cllr Carroll provided a brief report; there is a lease but it is awaiting to be approved and a further meeting has been held with the kitchen designers, no further information was provided.

Donington Park – Cllr Parker reported on the meeting held 12th November and on the new activities taking place in 2016. There have been concerns about noise levels which have been reported to various local councils. The track continues to do very well.

Gray, Green & Adcock Charity – At the meeting held 11th November, donations were made to Music for the Brain and to the Senior Citizens Centre.

1045. Parish Council assets

a) Public Toilets

The Clerk reported on the repairs carried out since the last meeting. These included making the roof water tight, the installation of a new soap dispenser in the Ladies, repairs to the lights and the entire internal areas of the public toilet have been pressure-washed. The Clerk is seeking information on anti-graffiti paint and advised that before any painting takes place; the toilet areas will need to be sanitised. It will be necessary to close the public toilets for a period of time whilst the sanitising and painting takes place; SDDC was contacted as per the covenant and has verbally agreed that this is acceptable.

b) Chapels

The Remembrance Tree is in place and already several tags have been placed.

The Surveyor's condition report was received this afternoon and has been circulated to all Burial Committee members; this report may be considered at the next Parish Council meeting.

1046. Governance

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No matters were raised.

1047. Correspondence

1. DALC – Various Circulars

2. SDDC – Seeking suggestions for use of S106 monies

The Clerk has provided the Council's suggestions, no further information has been received from SDDC, despite a request for an update being sent.

3. Mrs J Grimley – notification of the successful prosecution of a Lorry driver for using Swarkestone Bridge

4. SDDC – Notification of site visits on 17th November for planning applications

5. DCC – Have your say on £40m cuts to DCC budget in the next financial year (closing date 4th December 2015)

6. SDDC – Planning briefing sessions

7. Swadlincote Community Transport – Request for funding/donation

8. Cllr Hewlett – Notification of event at Calke Abbey

9. Cllr Hewlett – Christmas Dreamscheme

10. SDDC – Notification of the Planning Inspector's agenda about the Draft Local Plan

11. SDDC - Public Spaces Protection Order consultation (deadline 1st February 2016)

RESOLVED this will be considered by the Strategy Committee in January 2016.

12. Melbourne Junior School – Requesting support for additional parking restrictions and to write to DCC Highways Dept

All other correspondence was noted.

1048. Finance

a) **RESOLVED the accounts for payment were approved and payments were authorised. Appendix 1.**

b) Receipts - burial receipts of £1,240.00 were received.

c) To receive a report from the Clerk of actual expenditure to budget
The Clerk apologised as due to annual leave, this report was not ready for the meeting.

d) Risk assessments -There were no amendments to the risk assessment.

e) To consider taking a Parish Council credit card

The Clerk reported that she had been sourcing flags of St George in readiness for April 2016, but the total cost of new flags was in excess of £200.00. She made a request for the Parish Council to have a credit card for use for payments, rather than her using her own funds and seeking reimbursement.

RESOLVED to obtain a credit card. The Clerk will bring the application form and information on charges to the January 2016 Parish Council meeting.

1049. Consideration of Planning Applications

9 2015 1013 – The felling of a lilac tree and a cherry tree within Melbourne conservation area at 43-45 Blanch Croft, Melbourne

No Objections

9 2015 0991 – The erection of a garage extension (amended application to that approved under 9/2015/0578) at 89 The Woodlands, Melbourne

No Objections

9 2015 0875 – The conversion of existing two storey barn to a dwelling at The Old Barn, Cockshut Lane, Melbourne

Cllr Willmore declared a prejudicial interest in this application as it is made by a close relative.

No Objections

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9 2015 0363 – The demolition of existing shop and outbuildings and the proposed erection of three dwelling houses with associated parking on land to the side and rear of 56 Derby Road, Melbourne
REASON FOR RECONSULTATION: Revised elevations and site plan and supporting statement for demolition of shop.

No Objections

9 2015 0957 – The formation of a 0.9m wide footpath, connecting rear gardens, to the rear of plots 21-24 on existing residential development (9/2014/0417). Land to the rear of plots 21-24 Kings Newton Lane, Melbourne

REASON FOR RECONSULTATION: Amended plan and tree planting proposals.

No Objections

9 2015 1064 – The erection of 1 x 5 bedroom dwelling house with new access at Pack Horse Inn, Packhorse Road, Melbourne

No Objections

9 2015 0530 - Proposed Development: The erection of one dwelling at land at Lambert House, Ashby Road, Melbourne

Appeal start date: 9th November 2015, representations by 14th December 2015

Cllr Dunicliff declared a prejudicial interest in this application as it is made by a close relative and left the meeting whilst this application was considered.

NO OBJECTIONS

Cllr Dunicliff returned to the meeting.

9 2015 1102 – The demolition of existing shop and outbuildings at 56 Derby Road, Melbourne
NO OBJECTIONS although it was noted that it was a sad loss of another Melbourne facility.

9 2015 1035 – Outline application (all matters except for access to be reserved) for the erection of an agriculturally justified dwelling at Field Farm, Station Road, Melbourne

NO OBJECTIONS subject to there being an agricultural restriction applied.

9 2015 1036 – Retrospective application for the siting of an agriculturally justified caravan to be continued in use until the dwelling simultaneously applied for is completed at Field Farm, Station Road, Melbourne

NO OBJECTIONS subject to there being an agricultural restriction applied.

1050. Consultation for consideration

SDDC - Public Spaces Protection Order consultation (deadline 1st February 2016)

As agreed under Minute 1047, this will be considered by the Strategy Committee in January 2016.

1051. Items for information only – no action to be taken

a) Advice on forthcoming meetings and training

Planning Briefing meeting on 2nd December 2015 will be attended by Cllr Smith.

b) Councillors reports for information purposes only

i) Cllr Willmore commented upon the poor condition of the Church flag which was flown on Remembrance Sunday and requested that the Parish Council contribute towards a replacement. The meeting was informed that following the request for funding towards the restoration of the WW1 memorial, surplus funds exist. The Clerk was requested to suggest to the church, that these surplus funds could be used to provide a new flag.

ii) Enquiries were made of the Clerk as to whether the Old Burial Ground could be reopened and used for burials. The Clerk advised upon the legal status of the Old Burial Ground and that that it was not possible for it to be used again.

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1052. Date for the Parish Council and its Committee meetings 2015

The next Parish Council meeting will be held on Monday 7th December 2015 at 7.00pm

Highways Committee meeting will be held on 7th December at MARS – 8:00pm

The Chair 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.

8.50pm Members of the public left the meeting and the Parish Council moved to the Confidential section of the meeting.

1053. Public Toilet matters

The Clerk had previously circulated a report about the cleaning of the disabled toilet and of communication received from Mr Ottewell.

a) Public toilet future

A discussion took place about what the community wants and needs relating to public toilet provision. This discussion also focused on the long term view for Melbourne in connection with traffic management, parking and future housing developments

RESOLVED for the Clerk to make enquiries of Mr Ottewell of his plans before the Parish Council makes any decision.

b) Disabled toilet cleaning

The Clerk had circulated a report and options regarding the cleaning of the disabled toilets
RESOLVED to continue to clean the disabled toilet, and for the matter to be reviewed regularly.

The Clerk also informed that neither the public toilets nor the disabled toilets had the correct public hygiene equipment. A quote from Initial to provide these facilities and services was considered.

RESOLVED the quote was accepted. The Clerk will ensure that the facilities are now complying with relevant legislation.

There being no other business, the Chair closed the meeting at 9.22pm.

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APPENDIX 1

<u>Description</u>	<u>Chq No</u>	<u>£</u>
SDDC - NNDR for public toilets	6843	54.00
Jeani Accessories - bulbs & new lights	6844	969.04
Landscape Maintenance Services Ltd	6845	480.00
Slingsby - equipment	6846	108.45
SDDC - Summer play scheme	6847	1071.60
Mrs J Storer - expenses	6848	282.49
Melbourne Print (Oct)	6849	104.20
Mr J Rodgers - relay block pavers	6850	150.00
Derby Civil Aid	6851	140.00
Poppy Appeal	6852	50.00
Mr R Holman - expenses	6853	46.08
E.on - electricity at Chapel	6854	7.98
Melbourne Carpets - at Chapel	6855	150.00
Ian Stone - mowing	6856	564.57
AH service - cenotaph & toilets	6857	600.00
Rob Holman - expenses	6858	29.07
MARS - room hire for NDP	6859	34.00
A Short & Partners - condition survey	6860	726.00
Mrs J Storer – salary	6861	998.19
Mr J Bancroft – salary	6862	684.00
Mr R Holman – salary	6863	1307.94
Mr A Hicklin – salary	6864	446.80
HMRC - Dec 15 deductions	6865	824.33
Clive Toon Ltd - new honours board	6866	432.00
J Rodgers - reps to public loos	6867	133.00
P Hamlet - stone work at Chapel	6868	564.00