

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 7.50pm Tuesday 1st March 2016 at the Lounge Room, Melbourne Assembly Rooms, High Street, Melbourne

Councillors Present: Cllr Earp (Chair), Carpenter, Carroll, Collyer, Dunnicliff, Hicklin, Jackson, Parker, Sharp, Smith, Stockill.

In Attendance: Mrs J Storer, Cllr Hewlett, Cllr Harrison, 1 member of the press from the Village Voice, Cllr Chilton (to 9;10pm).

The Chair welcomed all to the meeting, and as a quorum was present, a meeting was held.

1105. Apologies: No apologies were received.

1106. Declaration of Interests: Cllr Dunnicliff declared a personal interest in planning application 9 2016 0093 and Cllr Carroll declared a personal interest in planning application 9 2015 1001.

1107. Variation of Order of Business: There was no variation in the business of the meeting.

1108. Public Participation

Public Representations

No representations were made.

County Councillor report

Cllr Chilton reported upon the DCC consultation on the funding of buses and its possible impact on Arriva service number 2, should funding be removed. It may even result in the service ceasing. Cllr Chilton urged all to participate in the consultation.

In addition, there is a school transport consultation which closes on 29th March 2016.

A further County Council consultation is underway relating to the possible closure of Children Centres; the Centres at Etwall and Newhall are identified for closure, leaving only one centre in the district, that at Woodville. Cllr Chilton considered that there is a need for the retention of the Children Centres and is working with the CVS to make representations.

Pfp 8 diversion remains in abeyance as the Church Commissioners land agents have not undertaken any action on the necessary drainage consent.

On Pfps 13 and 25, notices have been served on the landowner for crop obstructions and these footpaths will be monitored.

Pfp 7; the County Council officers are recommending that the path is retained.

District Councillor report

Cllr Hewlett reported on a number of matters.

- The application for 8 properties off Smith Close has been granted.
- The appeal for 60 properties off Jawbone Lane is subject to an informal hearing due to the extent of the objections received. No date has been provided for the hearing.
- SDDC voted against the proposal for a combined authority and an elected mayor following concerns about the appropriateness of an elected mayor, the cost of an extra layer of government and the lack of detail on the proposal
- SDDC precept is to increase by 1.95%.

1109. To confirm the Minutes of the Ordinary meeting held 2nd February 2016

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The Minutes of the Ordinary meeting held 2nd February 2016 as previously circulated, were approved as a correct record and signed by the Chair.

1110. To receive reports from Committees and working Parties

Planning and Strategy Committee meeting held 8th February 2016

The minutes of the Planning and Strategy Committee meeting held on 08.02.16 had been previously circulated to all members.

It was unanimously agreed that a new logo for the Parish Council was required and the Committee was given the authority to proceed to produce a stylised version of the bus shelter as the logo.

Cllr Hudson was to take the lead on the Great British High Street Competition, but as no details are available, the Clerk will make enquiries for the Committee to consider at its next meeting.

Burial Committee meeting with resident 12th February 2016

Cllr Hicklin reported on the meeting. No further action is to be taken unless the resident provides evidence to support the claim made about the burial location.

The Committee also received an enquiry about the burial of a non resident at the Packhorse Road Cemetery. No exceptional circumstances were identified; the person did not meet the criteria to be buried in the Cemetery and as a result, was not permitted to be buried in Melbourne Cemetery. The Committee was tasked with making the decision and all were conscious about the timescale involved and the possible distress and upset to the family that such a delay may cause.

RESOLVED unanimously for the Clerk to make future decisions as to whether any criteria has been met; if unsure the Clerk will consult with the Burial Committee.

Telephone Kiosk Working Party

No meeting has occurred but the Clerk is still talking with the contractor about making good the pavement once the kiosk had been removed.

Neighbourhood Development Plan (NDP)

The Open Day held on 20th February 2016 was very successful. Many comments were received and 11 people have volunteered to join the working party. The next action is to make contact with the various groups in the village to arrange to address them about the NDP.

1111. To determine if any matters are to be taken with the Public excluded

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

1112. Chair's Announcements

a) The Chair had not attended any events.

b) Matters raised in the public section of the meeting. - No matters were raised.

1113. To receive the Clerk's Report

The Clerk's report as previously circulated was accepted.

The upgrade of the CCTV system has taken place and the Clerk will arrange for Cllr Stockill to receive additional training.

The Clerk raised the length of time that has elapsed whilst awaiting the installation of the defibrillator. Cllr Jackson agreed to contact Mr Worrall about its installation.

1114. Reports from representatives on outside organisations

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Senior Citizens Centre – Cllr Sharp reported that the outside of the Centre and the kitchen will be repainted.

Infant School Governors – Cllr Smith reported that the Governors continue the process to appoint a new Head, hopefully in September.

Safer Neighbourhood – There has been no meeting.

Education for Melbourne – No representative was present and this will be withdrawn.

Festival – Cllr Carroll confirmed that arrangements for the Festival are being made.

Sporting Partnership (MSP) – Cllr Jackson reported that progress is being made on the new pavilion; it is anticipated to be completed by August. There is a shortfall of funding to complete the fitting out of the kitchen and the Parish Council has been requested to provide a letter of support.

RESOLVED to provide a letter of support to SDDC agreeing that a kitchen is required, but no financial support will be provided by the Parish Council.

Members of the MSP are to attend a course on how to run a sport and leisure centre. A public meeting will be held in April to formulate a way forward about the tennis courts.

The new website is operational but the new centre will not provide facilities for indoor sports.

Melbourne Assembly Rooms (MARS) – The Board has sent a detailed response to the Open Spaces Consultation. A planning application has been submitted for the refurbishment of the lobby.

Donington Park – Cllr Parker reported that a meeting will be held later in the month.

Gray, Green & Adcock Charity – The next meeting will be held on 23d March 2016.

1115. Parish Council assets

a) Public Toilets

The Clerk reported that there had been no vandalism and that there was nothing further to report.

b) Chapels

The Clerk's report on this subject was circulated and accepted. The four planned events to be held at the Chapel were explained. No further comments were made.

1116. Governance

a) Co-option of a Parish Cllr

There has been no call for an election to fill the casual vacancy and to date no nominations have been received. The Chair made a plea for existing Cllrs to raise awareness of the vacancy. The Clerk has placed a poster on the noticeboard, seeking nominations.

b) To adopt the revised Financial Regulations

The Clerk had circulated the revised Financial Regulations. Cllrs made recommendations to amend point 6.1 and 11.1.

The Clerk will bring the revised Financial Regulations to the next meeting.

1117. Correspondence

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1. DALC – Various Circulars
2. N W Leicestershire District Council – Gypsy and Travellers Policy
3. SDDC – Notification that no election has been called for the Parish Councillor vacancy
4. DCC – Comments about Potter Street repairs
5. Alexander Bruce – Public toilets
6. Melbourne Hall – seeking assistance with identifying the relevant agency responsible for highway drainage
7. Tower Mint Ltd – Commemorative medal to celebrate the Queen’s 90th birthday

All correspondence was noted.

The Chair had received an email from a resident informing that he will be raising a petition about the inconsiderate parking on Potter Street, this was read to the meeting. The Clerk was requested to advise the resident that the Parish Council has no observations to make about the petition. The Chair suspended Standing Orders to enable Cllr Chilton to explain about obtaining road markings for disabled parking spaces. This will be considered by the Highways Committee. The meeting returned to Standing Orders.

1118. Finance

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

b) Receipts - burial receipts of £968.00 were received in the month of February 2016.

c) To receive a report from the Clerk of actual expenditure to budget
This was circulated at the meeting; it was noted that there continues to be a favourable outturn

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

e) To consider the recommendation of the Finance Committee held 12.01.16 (as per the Clerk’s Report)

Following the recommendation of the Finance Committee on 12th January, Min Ref: 3 states “**RESOLVED to recommend to the full Parish Council that the toilet block at the Cemetery is not converted into an office; instead a form of studded office will be internally built within the chapel. To fund this, it is proposed that the Parish Council ring fences £4,000 of the current year’s funds and adds £5,000 from the 2016/2017 precept, to fund this office installation.**”

The Parish Council did not consider this recommendation of the Finance Committee at the February Parish Council meeting and the Clerk brings it before this meeting for consideration. The Clerk advised that should the recommendation be agreed, the Parish Council will need to pass a resolution to ear mark the reserves proposed by the Finance Committee, in line with Financial Regulations 3.5, which is “Unspent provisions in the revenue budget shall not be carried forward to a subsequent year unless placed in an earmarked reserve by resolution of the council.”

RESOLVED unanimously to earmark funds to the value of £9,000 for use of the installation of an office in one of the Chapels.

9.10pm Cllr Chilton left the meeting.

1119. Consideration of Planning Applications

Planning applications

9 2016 0052 - the felling of an oak tree covered by SDDC number 30 at the Dower House, Church Square, Melbourne

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NO OBJECTIONS

9 2016 0054 - the felling of a willow tree within Melbourne conservation area at British Telecom telephone exchange 26a Chapel Street, Melbourne

NO OBJECTIONS

9 2016 0065 - installation of proposed ATM at 39 Market Place, Melbourne

NO OBJECTIONS

9 2016 0064 - erection of new garden wall and screen fences at 16, 17 and 18 Market Place, Melbourne

NO OBJECTIONS

9 2016 0070 - the erection of a new garden wall and screen fences at 16, 17 and 18 Market Place, Melbourne

NO OBJECTIONS

9 2016 0083 - the felling of a walnut tree covered by SDDC TPO number 377 at land at rear of 64 - 68 Ashby Road, Melbourne

OBJECTION: the tree is healthy and not causing a nuisance

9 2016 1001 - Internal alterations to the front part of the building including creation of improved entrance lobbies/foyers and conversion of the former school kitchen to provide a multi-functional space for events with a new bar and the capability to provide flexible kitchen facilities. Opening up of original internal doorways and provision of additional internal doorways to improve access for equipment and improve accessibility, movement and flow for people at the Melbourne Assembly Rooms, High Street, Melbourne

NO OBJECTIONS

Cllr Carroll declared a personal interest in this application and took no part in the discussions

9 2016 0152 – The erection of an extension at 91 The Woodlands, Melbourne

NO OBJECTIONS

9 2016 0048 – The replacement of front doors at 155 Castle Street and 18 Station Road, Melbourne

NO OBJECTIONS

9 2015 1110 – Outline application (all matters to be reserved) for the residential development of up to 40 dwellings on land at SK3925 0982 at Jawbone Lane, Kings Newton

OBJECTIONS on the same grounds as before. In addition the proposed access to the site is considered to be worse than in the original application. It was noted that has the modifications to Part 1 of the LDP been approved and in place, then this application would not be permitted.

9 2016 The variation of condition 13 attached to planning application 9/2014/1215 to amend approved drawings and layout at Lambert House, Ashby Road, Melbourne

NO OBJECTIONS

Cllr Dunicliff declared a personal interest in this application and took no part in the discussions.

1120. Consultation for consideration

a) SDDC – Charitable Collection Policy (deadline = 18th March 2016)

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No comment

b) DCC – Highways Asset Infrastructure survey (deadline = 30th March 2016)

Cllrs were encouraged to participate in this survey to provide evidence for work to be undertaken in Melbourne.

c) DCC – Buses (deadline = 24th April 2016)

As per Cllr Chilton's earlier observations, Cllrs were encouraged to participate in efforts to retain the services in Melbourne

1121. Items for information only – *no action to be taken*

a) Advice on forthcoming meetings and training

The next Parish Council and District Council Briefing Session will be held on 9th March about recycling.

b) Councillors reports for information purposes only

Some slabs have been removed from the Thomas Cook monument in the Thomas Cook Gardens. The Clerk will make arrangements for repairs to be carried out.

The litterbin outside of the Wesley Hall has disappeared. The Clerk will report this to SDDC.

A tree root is causing a potential trip hazard on Queensway. This will be taken up by the Highways Committee.

The LDP Part 1 modifications do not affect Melbourne and Cllr Carroll recommended that this Parish Council supports the Plan.

Cllr Carroll expanded upon comments made by Cllr Chilton regarding pfp 7. DCC has recommended that this footpath is kept open and she made a plea for part of the pfp to be stoned as it gets extremely muddy.

RESOLVED the pfp will not be stoned.

9.30pm The Chair suspended Standing Orders as under Standing Order 3w; the time allocation for the meeting had been reached.

Cllrs unanimously agreed to continue and finish the items on the agenda.

The Chair returned to Standing Orders.

1122. Date for the Parish Council and its Committee meetings 2016

The next Parish Council meeting will be held on Tuesday 5th April 2016 at 7.30pm

The following Committees will meet on Monday 7th March 2016, all at the Melbourne Assembly Rooms

- Burial Committee at 7.00pm
- Highways Committee at 7.30pm
- Strategy & Planning Committee at 8.00pm

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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.

9.30pm Members of the public left the meeting and the Parish Council moved to the Confidential section of the meeting.

1123. Staffing

The Clerk's report on staffing matters was accepted.

1124. Public Toilets future

The Clerk had previously circulated information from Alexander Bruce.

It was RESOLVED for Cllrs Dunnicliff, Jackson and Earp to meet with Alexander Bruce. The remit is to listen to the proposals and to bring these back to the Parish Council. The Cllrs were not provided with any remit to enter into negotiations.

There being no other business, the Chair closed the meeting at 9.40pm.

APPENDIX 1

<u>Description</u>	<u>Chq No</u>	<u>£</u>
Mumford Restorations	6910	72.00
Cllr W Earp – flags	6911	146.94
Cancelled	6912	
Aspen Tree Surgery	6913	120.00
Initial - bins rental & service	6914	54.50
Bunzl - cleaning materials	6915	75.67
ICO - registration fee	6916	35.00
HMRC - Feb 16 deductions	6917	751.46
Melbourne Print	6918	92.94
Village Voice	6919	46.20
Jean Grimley - web hosting	6920	255.40
E.on - elec at Chapel	6921	14.63
Mrs J Storer - Clerk expenses	6922	154.26
Melbourne Print	6923	338.78
Salt network - upgrade CCTV	6924	823.20
March salaries	6925 -29	3966.97