

# 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 5<sup>th</sup> April 2016 at the Lounge Room, Melbourne Assembly Rooms, High Street, Melbourne**

**Councillors Present:** Cllr Earp (Chair), Carpenter, Carroll, Dunnicliff, Hicklin, Hudson, 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, 2 residents, Mr Robert Rowan (Digital Derbyshire).

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

**1125. Apologies:** apologies were received and accepted from Cllr Willmore.

**1126. Declaration of Interests:** No declarations were received.

**1127. Variation of Order of Business:** There was no variation in the business of the meeting.

### **1128. Public Participation**

Robert Rowan (Digital Derbyshire Manager)

Mr Rowan explained about the project between DCC and BT to upgrade broadband provision throughout Derbyshire and how it was funded. The first phase is coming to an end, but it has to date, enabled three cabinets to be installed in the Melbourne area, with an additional five new cabinets to come online in the second phase which starts in September 2016. In addition, BT will be deploying six cabinets in Melbourne through their commercial programme which is outside of this project. The siting of previous cabinets has been an issue and confirmation was received that decisions on future sitings of cabinets will be made in conjunction with BT, Highways Dept and conservation officers.

7.50pm Mr Rowan was thanked for his attendance and left the meeting.

### Public Representations

Mr Innocence explained he was concerned about the recent electrical installation at the Cockshut Lane sporting development which he considers to be both an eyesore and out of keeping with the area. He asked how the installation had arrived, if it could be removed and an alternative installed. Cllr Harrison agreed that the installation is an eyesore and that it diminishes the appearance of the new clubhouse. He stated that he has “complained bitterly” and asked for a more acceptable alternative to be installed. Screening may not be possible due to the proximity of the tennis courts and boundaries. He went on to apologise for what had happened but this was not a decision taken by either SDDC or the MSP.

### County Councillor report

Cllr Chilton reported that the white lines outside of the Senior Citizens Centre is to mark a protective entrance. Parking has again become an issue and along with the Police; DCC can take civil action against illegal parking. Some communities have engaged in a community pledge about parking; details of which were passed to Cllr Smith for consideration at the Highways Committee meeting. There may be a suggestion that all evening bus services for Melbourne may be lost, but to date, efforts to seek clarification on this have been futile. Cllr Chilton urged all to participate in the consultation on local bus services.

Footpath 7 is being monitored to ensure that it is not forgotten by the developers.

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The attendance at the Severn Trent Water (STW) meetings was low and the meetings have now moved to every three months; the next meeting being on 1<sup>st</sup> July 2016. Cllr Chilton reported that she is content with the progress being made by STW on resolving the problems in Melbourne.

## District Councillor report

Cllr Harrison informed that details of the Council Tax spend by SDDC is now available on the SDDC website rather than via the traditional leaflet. SDDC has reduced the rent on council houses by 1% and will continue to do the same for the following three years. This affects income and will also affect SDDC plans to build council houses.

The Corporate Plan 2017-2021 is to be considered this week by the Council; Parish Councils will be advised later of the decision. Flytipping continues to be a problem and SDDC has brought a successful prosecution via a covert camera.

## **1129. To confirm the Minutes of the Ordinary meeting held 1<sup>st</sup> March 2016**

The Minutes of the Ordinary meeting held 1st March 2016 as previously circulated, were approved as a correct record and signed by the Chair.

## **1130. To confirm the Minutes of the Annual Meeting of the Parish held 1<sup>st</sup> March 2016**

The Minutes of the Annual Meeting of the Parish held 1st March 2016 as previously circulated, were approved as a correct record and signed by the Chair.

## **1131. Governance**

### a) Parish Councillor resignation

The meeting was informed of the resignation of Mr C Howard as a Parish Councillor. The resignation was accepted and Mr Howard was thanked for his work during his tenure as a Councillor. The Clerk has advised the Election Officer at SDDC of the vacancy.

### b) Co-option of a Parish Councillor to fill the vacancy generated by Ms R Minifie's resignation.

The Clerk had previously advised Cllrs of the co-option procedure and the meeting went onto consider the two nominations. Cllrs commented that they were both excellent candidates. RESOLVED Mr T Gates was appointed as a co-opted Parish Councillor. The Clerk will inform the Election Officer.

### c) Other governance matters

- Cllrs were reminded that apologies are to be sent to the Clerk and not via other Cllrs and it is for Council to consider whether to accept the apology offered.
- Cllrs were reminded of collective responsibility for decisions made at Parish Council meetings.
- Cllrs were reminded that decisions are made on the basis of what is right and proper for the Parish and not on what is the most popular option.

## **1132. To receive reports from Committees and working Parties**

### Planning and Strategy Committee meeting held 7<sup>th</sup> March 2016

The minutes of the Planning and Strategy Committee meeting held on 07.03.16 had been previously circulated to all members. No comments were raised

### Burial Committee meeting held 7<sup>th</sup> March 2016

The minutes of the Burial Committee meeting held on 07.03.16 had been previously circulated to all members. No comments were raised

### Highways Committee meeting held 7<sup>th</sup> March 2016

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The minutes of the Highways Committee meeting held on 07.03.16 had been previously circulated to all members. No comments were raised

## 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)

A meeting was held on 4<sup>th</sup> April 2016 when it was agreed that the first draft of the NDP will be produced. A copy will be sent to SDDC for their comments and observations. The next meeting will be held during mid-May when the contents of a questionnaire for all parishioners to receive is to be considered.

## **1133. 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.

## **1134. Chair's Announcements**

The Chair assisted in the judging of the Annual Civic Society Award; the results will be announced by the Civic Society at a later date.

## **1135. To receive the Clerk's Report**

The Clerk's report as previously circulated was accepted.

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

A site meeting for Cllrs to see the progress on the construction of the new pavilion will take place on Thursday 7<sup>th</sup> April at 10.30am.

## **1136. Reports from representatives on outside organisations**

Senior Citizens Centre – There has been no meeting.

Infant School Governors – Cllr Smith reported that the acting Head has been appointed as the new Head, and she will be in post at the start of the Summer Term.

Safer Neighbourhood – There has been no meeting.

Festival – There has been no meeting.

Sporting Partnership (MSP) – Cllr Jackson reported that two evening seminars have been held to try to develop a way forward to manage the facilities. Funding for the project remain problematical – a target figure of £100,000 is still required. Discussions took place regarding a “begging letter” sent from the MSP which had generated some upset from some recipients.

The Chair suspended Standing Orders to allow Cllr Harrison to make observations.

Cllr Harrison informed that all contributors will have their names placed on the MSP website; those making significant contributions will have their names placed on a plaque inside the Pavilion.

Another general appeal will be made for funds when the facilities are handed over to the MSP. Cllr Harrison reiterated that for the project to commence, it was necessary to reduce the project to meet with the funds that were then available.

The Chair returned to Standing Orders.

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Complaints were made as to how contributors are treated differently depending upon the level of donations made and how this was perceived. Questions were asked as to what the future users are contributing towards the funding shortfall and comments made that the community has already made significant contributions. No responses were received.

Melbourne Assembly Rooms (MARS) – The redevelopment of the kitchen remains ongoing.

Donington Park – No report was received.

Gray, Green & Adcock Charity – Cllr Sharp reported on the meeting held on 23d March 2016.

## 1137. 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 and members of the Burial Committee met with the Conservation Officer on 31<sup>st</sup> March 2016 to discuss the proposed office in the chapel. It was a positive meeting and points raised will be passed to the architect. The Clerk had circulated a report prior to the meeting about the fees involved for the drawings of the new office.

RESOLVED unanimously to fund the drawing fees of £2245 + VAT and the survey fee of £475 + VAT.

## 1138. Correspondence

1. DALC – Various Circulars
2. Griselda Kerr – Invitation to attend a lecture on 13<sup>th</sup> April 2016; on British & Muslim: communal Living or Parallel Lives
2. Mr K Putnam – email to advise of his intention to start a petition about parking on Potter Street.
4. Clerks & Councils Direct
5. Richard Heath – conveying his gratitude and sincere thanks for the Dr Freeman award
6. SDDC – update on request to repair wall lights and reinstate white lines at the MARS carpark
7. Q&A Site Services – Requesting permission to metal detect areas in Melbourne Parish  
*The Parish Council owns very little land, and permission would not be granted to detect at the Cemetery. All other land is in private ownership and the company would have to seek each individual private landowner's permission to detect.*
8. Melbourne Footpaths Group – request that Footpath 7 is stoned  
*RESOLVED as decisions cannot be revisited for a period of 6 months, this request will be revisited after the summer. The Clerk was requested to inform the Footpaths Group of the above.*
9. Cllr Howard – letter of resignation

## 1139. Finance

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

b) Receipts - receipts of £1760 burial fees were received in the month of March 2016.

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£5000 grant funding was received from SDDC for the NDP project. £2.59 bank interest was received and £29 donation received towards the Chapel office.

c) To approve the amendments to the Financial Regulations (Min 1116b)  
RESOLVED unanimously to accept the revised Financial Regulations as previously circulated and raised in the Clerk's Report.

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

## **1140. Consideration of Planning Applications**

### Planning applications

9 2015 1188 – The erection of extensions at 18 Penn Lane, Melbourne.  
NO OBJECTIONS

9 2015 1195 – The erection of an extension at 28 Melton Avenue, Melbourne  
NO OBJECTIONS

9 2016 0212 – Proposed single storey rear extension, with eaves of 2.4metres and maximum height of 4.0 metres extending 5.8 metres dom the rear wall at 57 South Street, Melbourne  
NO OBJECTIONS

9 2016 208 – The erection of a garden shed at 58 Ashby Road, Melbourne  
NO OBJECTIONS

9 2016 0289 – The felling and removing of three groups of conifer trees at the pumping station, Swarkestone Bridge, Stanton by Bridge  
NO OBJECTIONS

9 2016 0235 – The crown cleaning, deadwood removal and the pruning of branches within 2m of the house, of 2 silver birch trees (T1&T2) and the felling of a third silver birch tree (T3) at 4 Station Road, Melbourne  
NO OBJECTIONS

9 2016 0170 – Outline application (all matters except for access to be reserved) for the residential development of up to 44 dwellings on land at SK3825 9087 jawbone Lane, Kings Newton  
OBJECTIONS on the following grounds

- Jawbone Lane is not suitable for the proposed number of houses
- Jawbone Lane is officially classified as a Greenway by both SDDC and DCC as it links Melbourne to the national cycle network and is a valuable amenity
- The application makes reference to the use of bus services; these bus services are currently under threat in the bus services consultation being carried out by DCC. Any loss of bus service will generate additional vehicle use in an already congested village.

Cllr Dunningcliff reported that he has spoken with Mrs M Hawksworth about the possibility of some of the land being utilised for the expansion of the Cemetery. Mrs Hawksworth has agreed to talk with the promoters of the development about the suggestion.

### Appeal

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

Appeal Starting Date: 08/03/2016

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## **1141 To review the recent situation regarding the problem with the water supply on 11<sup>th</sup> March 2016 and to agree upon any action to be taken**

Cllrs agreed that there was confusion about the whole incident, with the majority of residents being unaffected. The global warning based upon postcodes was known to have frightened some residents, particularly as the original alert was unclear.

RESOLVED the Clerk will write to STW advising that residents were unnecessarily scared and to request that a review of the policy and procedure is undertaken to avoid future undue concerns and to ensure a clear message is delivered.

## **1142. Consultation for consideration**

DCC – Consultation on funding of Buses providing social care (deadline = 24<sup>th</sup> April 2016)

## **1143. Items for information only – no action to be taken**

There was concern about the quality of the night images taken from the CCTV which were released by the police. This will be discussed at the Highways Committee.

Vandalism of the basketball area at Lothian Gardens was not covered by the CCTV. This will be discussed at the Highways Committee.

Concern was raised about the continual drug dealing and use occurring at the Assembly Rooms and at the Reservoir.

The lights on the surgery steps are still out of action. SDDC has advised the Clerk that these lights are not their responsibility, but were unable to advise who to contact.

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.

## **1144. Date for the Parish Council and its Committee meetings 2016**

The next Parish Council meeting will be held on Tuesday 3<sup>rd</sup> May 2016 at 7.00pm

The following Committees will meet on Monday 11<sup>th</sup> April 2016, all at the Melbourne Assembly Rooms

- Burial Committee at 7.00pm
- Finance Committee at 7.30pm
- Highways Committee at 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.**

9.40pm Members of the public left the meeting and the Parish Council moved to the Confidential section of the meeting.

## **1145. Staffing**

The Clerk's report on staffing matters was accepted.

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## 1146. Public Toilets future

The Clerk had previously circulated a letter from Alexander Bruce following the meeting held on 22<sup>nd</sup> March between Cllrs Dunnicliff, Jackson and Earp with Alexander Bruce. The outcome of the meeting was discussed.

RESOLVED unanimously as long as there is no requirement for any use of the Parish Council land, the Parish Council approved the proposal for a new toilet block and dwelling.

There being no other business, the Chair closed the meeting at 9.50pm.

## APPENDIX 1

| <u>Description</u> | <u>Chq No</u> | <u>£</u> |
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