

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 5th July 2016 at the Lounge Room, Melbourne Assembly Rooms, High Street, Melbourne

Councillors Present: Cllr Sharp (Chair), Carpenter (from 7:35pm), Carroll, Dunnicliff, Earp (from 7:35pm), Jackson, Parker, Smith, Summerlin, Usher.

In Attendance: Mrs J Storer, Cllr Hewlett (to 8:30pm), 1 member of the press from the Village Voice. PCSO E Guest (From 7:35pm to 7:52pm)

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

1189. Apologies: apologies were received and accepted from Cllr Gates (Work), Hicklin (Personal). Apologies were also sent from Cllr Chilton and Cllr Harrison.

1190. Declaration of Interests: Cllr Summerlin declared a personal interest in planning application 9 2016 0518, as this is a planning application submitted by a family member.

1191. Variation of Order of Business: There was no variation in the business of the meeting.

1192. Public Participation

Public Representations

No members of the public had anything to report.

District Councillor report

The LDP Part 2 is out for consultation, ending in mid August.

The re-marking of the carpark at the rear of The Lamb pub is still awaited, but until the new lines have been installed, Wardens have been asked by SDDC to ignore any vehicles which park in the old recycling areas and for no parking tickets to be issued.

County Councillor report

Cllr Hewlett read a report submitted by Cllr Chilton. A consultation is due to commence as part of the 2016 Highways Satisfaction Survey in which DCC is seeking feedback on the condition of the county's highways.

Feedback was also provided on the STW Liaison Meeting; all various agencies are working together to alleviate flooding and 16 monitors are to be installed during this week to monitor and assess flooding within Melbourne. A comment was made that there was a lack of support from the Parish Council at the meeting, but Cllr Sharp replied to this stating that the time of the meeting provided to Cllrs at the last Parish Council meeting was incorrect and this was why Cllrs attended late. A request was made for accurate information about times and venues for the meetings to be given and Parish Cllrs will attend.

7:35pm Cllr Carpenter, Cllr Earp and PCSO Guest arrived.

A request was made for DCC to remove temporary road signs in a prompt manner when works have been completed, many examples were provided whereby temporary signs were left for significant periods of time after work had been completed.

A further request was made for works to be completed as the temporary three way traffic lights at the old Packhorse Inn are causing traffic congestion.

Police Matters

PCSO Guest reported that there are fewer instances of anti social behaviour generally. In neighbouring areas there have been a few non dwelling burglaries, but none in Melbourne.

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Cannabis warnings are issued where possible but on the spot drug searches can only be carried out by a police officer; not a PCSO.

7:52pm PCSO Guest left.

1193. To confirm the Minutes of the Ordinary Parish Council meeting held on 7th June 2016

The Minutes of the Ordinary meeting held on 7th June 2016 as previously circulated, were approved as a correct record and signed by the Chair.

1194. Governance

a) to appoint a Cllr to observe the CCTV system.

Cllr Earp is no longer able to be the designated person to view the CCTV footage.

RESOLVED Cllr Carpenter and Cllr Hicklin are to be the new persons with the authority to view the CCTV footage.

b) to amend the CCTV policy to include the names Cllr in a) above

RESOLVED to amend the CCTV by removing Cllr Earp's name and inserting Cllrs Carpenter and Hicklin.

1195. To receive reports from Committees and working Parties

Burial Committee meeting held 27th June 2016

The minutes of the Burial Committee meeting held on 27.06.16 had been previously circulated to all members. In addition, the Clerk had previously circulated a report on memorial testing. Following debates as to whether to carry out the memorial testing and upon hearing the Clerk's advice and recommendation that memorial testing is carried out, it was RESOLVED for the matter to be referred back to the Burial Committee for reconsideration as to whether testing should be carried out.

There are now revised drawings for the office in the chapel which are to be considered by the Burial Committee.

8:30pm Cllr Hewlett left the meeting.

Highways Committee meeting held 13th June 2016

The minutes of the Highways Committee meeting held on 13.06.16 had been previously circulated to all members. The Clerk reported that SDDC will not replace their bin on Potter Street, which was removed four months ago.

Facility Committee meeting held 13th June 2016

The Schools have agreed to the use of their facilities to host the Summer Sports activities. Some repairs have been affected following the RoSPA report and a meeting is to be held tomorrow with Streetscape about making a further application for new play equipment for Lothian Gardens. Defibrillator training has taken place, with a significant number of public in attendance.

Planning & Strategy Committee held 13th June 2016

Cllr Usher has provided some new logo ideas which will be considered at the next Committee meeting. Melbourne Print Ltd has been engaged to construct the new Parish Council website.

Telephone Kiosk Working Party

No meeting has occurred.

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Neighbourhood Development Plan (NDP)

The last meeting was held on 20th June to discuss the response from SDDC to the first draft NDP. In September, all householders will be canvassed about the plan. The Working Party also discussed the LDP Part 2 consultation and welcomed news from Cllr Hewlett that surplus housing allocations made in Part 1 will carry forward to Part 2.

Two elements of green spaces previously recommended for inclusion in the LDP are not included. These are at Pingle/Quick Close and off Spinneyhill. The Clerk will resubmit the list of green spaces to the Policy Dept.

1196. To determine if any matters are to be taken with the Public excluded

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

1197. Chair's Announcements

The Chair reported that she had attended the STW meeting on 1st July 2016. On the same day, she attended the memorial service at the Cenotaph, with Cllr Carpenter, to remember the start of the Battle of the Somme.

1198. To receive the Clerk's Report

The Clerk's report as previously circulated was accepted.

1199. Reports from representatives on outside organisations

Senior Citizens Centre – No meeting has occurred.

Infant School Governors – The next meeting is scheduled for next week.

Safer Neighbourhood – The next meeting will be held on 14th July; Cllr Smith will attend and lobby for a greater visual police presence in the village.

Festival – Cllr Carroll reported that no meeting has taken place but arrangements are in place for the weekend.

Melbourne Sporting Partnership (MSP) – Cllr Jackson reported that the tarmac of the car park, the road and the tennis courts are underway, and the anticipated opening at the end of July/beginning of August is still on schedule. An Operations Manager is in place along with a club administrator.

Melbourne Assembly Rooms (MARS) – Cllr Carroll reported that the Board has approved a strategy which includes a user satisfaction survey. The AGM arrangements are being made, the accounts are completed and are to be agreed at the next Board meeting. The Board agreed the proposal for the squash court to be used for table tennis. The area will be repainted and made suitable for table tennis. Andy Heafield is applying for a grant to improve security at the Assembly Rooms.

Donington Park – No meeting has taken place.

Gray, Green & Adcock Charity – No meeting has taken place.

Severn Trent Water – the meeting was held on 1st July and was reported upon earlier in the meeting.

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1200. Parish Council assets

a) Public Toilets

No further information has been received about the application for the new toilets. There have been no reports of vandalism or anti social behaviour at the public toilets.

b) Chapels

The architect has provided a revised drawing for the Chapel, which has been circulated to the members of the Burial Committee, but which has yet to meet and be discussed.

c) Lothian Gardens

The RoSPA report on the play equipment at Lothian Gardens has been received and circulated to Cllrs on the Facilities Committee; some of the areas of concerns raised in the report have been addressed, others are being attended to. A meeting is to take place on 6th July with Streetscape to discuss further new play equipment at Lothian Gardens.

1201. Correspondence

1. DALC – Various Circulars
2. ICCM – Quarterly magazine
3. Mr P Brooks – request for Laurels at the Old Burial Ground to be cut back
4. SDDC – Weekly crime updates
5. Ms Starkie – thanking for the public footpath being cut back, but adding that this is only a temporary solution
RESOLVED for the Clerk to contact the owner with a request that the footpath is kept clear.
6. MSP – request for donation
7. Mr A Ireland – request for information relating to the footpath near to The Woodlands
Cllr Carroll explained the situation relating to the footpath and that the footpath at Woodlands Close is not adopted and the situation is unknown as to the future of the public footpath.
8. SDDC – Notification that Part 1 of the LDP was adopted on 13th June 2016

All correspondence was noted

1202. Finance

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

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

c) To receive the actual against budget report for the period to 30th June 2016
This was circulated to the Cllrs present at the meeting. No questions were raised and the report was accepted.

d) Risk Assessment update – no amendments were suggested.

e) Work around to the area around the Cenotaph

The Clerk provided a quotation for the work to replace the wooden bollards around the Cenotaph. RESOLVED to accept the quotation. The work will be completed before Remembrance Day.

1203. Consideration of Planning Applications

Planning applications

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9 2016 0500 – The erection of a new dwelling and replacement of existing public conveniences at land adjacent to (former Walls Garage) 26 Market Place, Melbourne
NO OBJECTIONS

9 2015 1195 – the erection of an extension and garage at 28 Melton Avenue, Melbourne
REASON FOR RECONSULTATION: Amended description to include 'garage' and amended drawings received.
NO OBJECTIONS

9 2016 0506 – the replacement front door at 153 Castle Street, Melbourne
NO OBJECTIONS

9 2016 0516 – The erection of a porch at 32 Trent Lane, Kings Newton (full application)
NO OBJECTIONS

9 2016 0518 – The erection of a porch at 32 Trent Lane, Kings Newton (listed consent)
Cllr Summerlin declared a personal interest in this application and took no part in the discussions.
NO OBJECTIONS

9 2014 1013 – Outline application (all matters except access to be reserved) for the residential development of up to 15 dwelling on land north of Blackwell Lane, Melbourne
9 2014 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 Derby

Objection – low lying area may be susceptible to flooding as near Carr Brook and until the sewer problem has been sorted then no permission should be granted. Poor access on a narrow country lane where the speed limit is 40mph. The objections given for the Woodlands still apply. Not withstanding the concerns relating to the pace of planned development in the village and the fact that the infrastructure is not able to cope with it, building on this land would also risk exacerbating the problems recently experienced in the Sweet Leys estate further downstream.

This is also located in the conservation area and is the only approach to Melbourne which remains unspoilt by significant development. Concerns surround the unsuitability of all the access roads to this site for construction traffic, any future residents of this development would have no option but to go through the centre of Melbourne or along other roads which have narrow and potentially dangerous points in order to access the supermarket, shops, schools and major road routes and this would have a seriously detrimental effect on the village.

9 2016 0535 – The change of use from stable building to holiday cottage at land adjacent to the cottages, The Common, Melbourne
NO OBJECTIONS

9 2016 0562 – The extension and alteration to 1 The Cottages, Woodhouses, Melbourne
NO OBJECTIONS

9 2016 0541 – The conversion and extension of single storey outbuilding to form a ground floor granny flat at 21 High Stret, Melbourne
NO OBJECTIONS

9 2016 0542 – The felling of two trees at Pool Cottage Residential Home, Pool Road, Melbourne
NO OBJECTIONS

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9 2016 0588 – The pruning of two trees at 1 The Mews, Melbourne
NO OBJECTIONS

9 2016 0362 - The erection of a rear extension at 112 Derby Road, Melbourne
NO OBJECTIONS

RECONSULTATION

9 2016 0411 – the extension to existing touring caravan park at Dovesite Caravan Park, The Common, Melbourne (new location plan)
NO OBJECTIONS

APPEALS

Proposed Development: 9/2015 1064 THE ERECTION OF 1 NO 5 BEDROOM DWELLING HOUSE WITH NEW ACCESS AT PACK HORSE INN PACK HORSE ROAD, MELBOURNE, DERBY

Appellant's Name: Mr N Price

Appeal Starting Date: 02/06/2016

Planning Inspectorate Reference: APP/F1040/W/16/3150627

1204. Consultation for consideration

SDDC – Draft Local Plan Part 2 – deadline for responses = 15th August 2016

This is being considered by the NDP. As discussed earlier in the meeting, the Clerk will resend to SDDC, the list of areas to be included as green spaces

1205. Items for information only – *no action to be taken*

a) Advice on forthcoming meetings and training

14th July – Safer Neighbourhood meeting

b) Councillors reports for information purposes only

The hedge between Kings Newton Crossroads and Station Road is in a poor condition. Cllr Sharp offer to make investigations into this was accepted.

The hedge along Breach Lane to Poppy Wood is beginning to encroach the lane. Cllr Jackson agreed to look at the situation and advise the Clerk of any findings.

1206. Date for the Parish Council and its Committee meetings 2016

The next Parish Council meeting will be held on Tuesday 6th September 2016 at 7.30pm

The following Committees will meet on Monday 11th July 2016, all at the Melbourne Assembly Rooms

- Finance & HR Committee at 8:300pm
- Highways Committee at 8;00pm
- Facilities Committee at 7;30pm

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.

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1207. Staffing Matters

The Clerk provided a report about the member of staff who is on long term sick leave.

There being no other business, the Chair closed the meeting at 9:30pm.

APPENDIX 1

<u>Payee</u>	<u>Description</u>	<u>£</u>
SDDC	NNDR for Public toilets (July)	50.00
Dynorod	Clear blockage in Cemetery toilet	156.00
BT	CCTV line rental	103.45
Flagpole Express	New flagpole & flag + delivery (Min 1177)	505.44
North Point Surveys	Survey of Melbourne Cemetery Chapels	475.00
Anthony Short & Partnership LLP	Professional Fees for drawings of new office	1,385.04
Mr R Holman	Grass seed + weedkiller (already paid)	149.49
	Stamps	20.35
	Travel to course	31.95
Initial	Invoice for bins at toilets 27.06.16 - 26.07.16	27.25
E.on	Electricity at Pavilion	33.59
	Electricity at Chapel	12.34
Salt Network Consulting	CCTV ADSL (July - Sept)	72.00
Cllr Summerlin	Travel to Cllr's Induction Course	36.00
MARs	Room hire for NDP on 20th June 2016	15.00
Mrs J Storer Ian Stone	Expenses	107.78
	June 2016 mowing	589.57
Burton Glass	Replacement window at Pavilion (Min 1178)	144.00
Mrs J Storer	July Salary	883.02
Mr R Holman	July Salary	1,310.97
		1,003.57
A Hicklin HMRC	July Salary	
	July Deductions	790.89

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