

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 6th September 2016 at the Lounge Room, Melbourne Assembly Rooms, High Street, Melbourne

Councillors Present: Cllr Sharp (Chair), Dunnicliff (from 7:32pm), Hudson (from 7:42pm), Hicklin, Jackson, Summerlin, Usher.

In Attendance: Mrs J Storer (Clerk), Cllr Harrison (from 8:14pm), Cllr Chilton (from 7:48pm)
1 member of the press from the Village Voice.

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

1208. Apologies: apologies were received and accepted from Cllr Gates (personal), Carroll (Personal), Cllr Earp (personal), Cllr Smith (personal), Cllr Carpenter (work). Apologies were also sent from Cllr Hewlett. The Chair extended the Parish Council's congratulations and best wishes to Cllr Gates and family on the birth of their first son.

1209. Declaration of Interests: Cllr Summerlin declared a personal interest in planning application 9 2016 0697, Cllr Carroll declared a personal interest in planning application 9 2016 0854.

1210. Variation of Order of Business: There was no variation in the business of the meeting.

1211. Public Participation

Public Representations

No members of the public were present.

District Councillor report

There was no report.

County Councillor report

There was no report

Police Matters

There was no report.

7:32 Cllr Dunnicliff arrived

1212. To confirm the Minutes of the Ordinary Parish Council meeting held on 5th July 2016

The Minutes of the Ordinary meeting held on 5th July 2016 as previously circulated, were approved as a correct record and signed by the Chair.

1213. To receive an update on the new website and Parish Council logo

The Clerk had circulated to members of the Planning & Strategy Committee, details of the new website and associated costs. Melbourne Print Ltd has been instructed to construct the new website, which should be in place within two months. There has been some lost momentum on the design of the new logo; Cllr Usher recommended that a typographical logo would be better than an architectural one. The logo will be discussed at the September meeting of the Planning and Strategy Committee.

1214. Governance

No matters were raised.

1215. To receive reports from Committees and working Parties and to consider their membership Burial Committee meeting held 15th August 2016

The minutes of the Burial Committee meeting held on 15.08.16 had been previously circulated to all members. The construction of a new Rose Garden within the Memorial Garden was supported by Cllrs the roses will be under planted with native snowdrops, sourced from a reliable supplier.

7:42pm Cllr Hudson arrived.

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Cllr Hicklin reported that the Committee had made no decision on the memorial testing. As the matter was viewed to be controversial, it was agreed to defer any decision as to whether to undertake the testing of the stability of memorials to the October Full Parish Council meeting.

Highways Committee meeting held 11th July 2016

The minutes of the Highways Committee meeting held on 11.07.16 had been previously circulated to all members. Cllr Hicklin reported that she had spoken with the manager of the local Sainsbury store, who is keen to work with the Parish Council about installing a noticeboard within their grounds.

The Clerk reported that STW considered that there were sufficient bins installed at the Reservoir.

RESOLVED that there are no bins between the Common and the Sailing Club, which was leading to littering; the Clerk was instructed to contact STW again with a request that a bin is installed on Broadstone Lane.

Cllr Hicklin is still awaiting training on the CCTV system. The Clerk will contact the contractor.

The hedge adjacent to the allotment and housing around Selina Street is the responsibility of SDDC. The Parish Council has received a letter of complaint about this hedge and the Clerk has passed this onto the District Council.

SDDC was instructed by the Clerk (under devolved powers) to cut the hedge between Selina Street and the new sports ground as the path had become impassable and required attention before the opening of the sports ground on 11th September. The quality of the work carried out by SDDC was commended and the fee for the work will be deducted from the donation which the Parish Council will make to the MSP.

The hanging baskets have been impressive this year, but in future years, stronger colours are to be requested. The Highways Committee will consider the proposal for the extension of the hanging basket scheme along Derby Road.

Facility Committee meeting held 11th July 2016

The summer sports sessions were considered to have been the best for a number of years. The hosting of the sessions at the schools seem to add to the success and an expression of thanks was extended to both schools for their assistance.

A test repair of the wetpour surface has been successfully undertaken. Therefore further repairs will be carried out on the play surface at Lothian Gardens, weather permitting.

The Clerk reported that the grant application for the new play equipment is underway and should be ready to be submitted by the end of next week.

HR & Finance Committee meetings – July and August

The minutes for both meetings were circulated.

The Clerk reported that Mr A Hicklin has accepted the position of Lengthsman for the Parish Council and has been issued with a new contract.

Telephone Kiosk Working Party

No meeting has occurred.

Neighbourhood Development Plan (NDP)

The Clerk reported that SDDC has considered the first draft of the NDP and has made its comments and observations. No further information was available for the meeting.

Membership of Committees

RESOLVED to defer any decisions on membership of Committee to the October Parish Council meeting, due to the low number of Cllrs in attendance.

1216. 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.

RESOLVED to suspend Standing Orders to allow Cllr Chilton and Cllr Harrison to address the meeting. Cllr Chilton reported that another vehicle had been fined for illegally crossing the Causeway.

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Some repairs to local roads will be undertaken shortly, although no details of dates or areas have been provided. DCC has created a One Stop Shop to co-ordinate highway repairs via better use of funding and engagement with the public.

DCC is encouraging and committed to a campaign to encourage young people between the ages of 16 -18 years old to be vaccinated against meningitis.

The recent STW Liaison meeting was successful. Melbourne is classified as at a high risk of flooding and is now a priority – DCC is looking to obtain funding for prevention works. Cllr Chilton has sacks available for flood prevention and fat traps are available from STW. The next meeting will be held on 26th October 2016.

PFP 8 is still with the Church Commissioners, no further progress has been made.

PFP 7 – officers from SDDC and DCC have spoken to local residents about the path as the design lends itself to potential criminal activity. This concern has been referred to the Crime Prevention Dept (SDDC) and in conjunction, DCC are considering the diversion of the path. Both matters are still ongoing.

Part of the edge of the highway near to the Melbourne View Hotel has been washed away and is a potential hazard for vehicles. Cllr Chilton agreed to report this matter to the Highways Dept.

Cllr Harrison reported that the planning application for 15 houses on Blackwell Lane was considered that the Planning Committee meeting held at SDDC this evening. The officers' recommendation for refusal was unanimously supported by the Planning Committee; the reason being that the newly implemented LDP Part 1 provides sufficient housing for the next 5 years and further housing development is not required.

Investigations by the Flood Multi Agency Team has offered to meet with both District and County Cllrs to discuss the results of their investigations. It was clarified that promised European approved funding for flood prevention will be honoured and will still be available to be used within Melbourne.

The official opening of the Melbourne Sports Park will be on 11th September. Details of the opening ceremony were provided. Cllr Harrison extended his thanks to the Parish Council for its contributions towards the venture. There is no defibrillator at the Clubhouse but an offer of part funding for a defibrillator has been accepted.

The Chair returned to Standing Orders.

1217. Chair's Announcements

The Chair reported that she, along with the Clerk and other Parish Councils surrounding the airport, had attended a meal with representatives of East Midlands Airport at the Priest House on 15th July 2016. Both the Chair and the Clerk had declared the receipt of the meal. The aim of the meeting/meal was to re-establish the Liaison Forum and future meetings will be arranged.

The Chair attended the WI's MacMillan Fund Raising Day which raised over £1,200 for McMillan nurses.

1218. To receive the Clerk's Report

The Clerk's report as previously circulated was accepted.

1219. Reports from representatives on outside organisations

Senior Citizens Centre – No meeting has occurred.

Infant School Governors – No report.

Festival – No report.

Melbourne Sporting Partnership (MSP) – Cllr Jackson praised the new facilities and gave thanks and credit, to Cllr Harrison for co-ordinating the project.

Melbourne Assembly Rooms (MARS) – The AGM will be held on 29th September and plans are moving forward for the new kitchen and lobby, with an anticipated date of works being early 2017. MARS continues to provide wide and varied events.

Donington Park – No report.

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

1220. Condition of hedging around the Parish (Cllr Hicklin)

Cllr Hicklin reported that whilst the majority of overhanging hedging has now been addressed, the hedge at The Picture of Health has encroached the full width of the pavement. Cllr Dunningcliff agreed to take action on cutting back the hedge. Brambles are also overhanging the pavement on Victoria Street, the Clerk will report this to the Highways Dept.

1221. Parish Council assets

a) Public Toilets

The Clerk reported that there had been no incidents over summer, but at the weekend, significant amount of graffiti was written in the Gents. This has been removed.

b) Chapels

The Clerk is contacting various contractors to obtain quotes for the refurbishment of the Chapel. The Clerk sought guidance as to the specification which should be sent to the contractors, but was advised that the drawings should be sufficient for quotes to be obtained.

c) Lothian Gardens

The grant for the new play equipment is being completed as reported in the Clerk's report.

1222. Correspondence

All correspondence has been circulated to the Councillors prior to the meeting.

1. DALC – Various Circulars
2. STW – Request for bins around the reservoir
Action: the matter was reviewed by STW which considers that there are sufficient bins in situ.
3. SDDC – Flood Liaison Meeting minutes and information held 29th June 2016
4. SDDC – Information on when and where the mechanical sweeper visits in the Parish
5. SDDC – Weekly Crime Updates
6. Royal British Legion – Complaint about the removal of two of the trees planted in memory of the eleven service personnel killed in World War II
Action: The matter is now being discussed between MSP and the Royal British Legion

RESOLVED to suspend Standing Orders to allow Cllr Harrison to address the meeting

Cllr Harrison reported that this matter was discussed today at a site meeting. There is no suitable location to replant the two trees which have been removed, and the remaining nine trees may have to be removed to install a new bowling green. The agreed option is to plant a mature Oak tree with a plaque with the names of the eleven men who lost their lives. This suggestion was welcomed but the logistics and the practicalities are to be discussed between the parties; Cllr Harrison adding that he will press the matter.

The Chair returned to Standing Orders.

7. Rights of Way Officer – report on leaning wall between George Street and Cockshut Lane (pfp8)
Action: The Officer has inspected the pfp8 and reports that the neighbouring householders are taking action to rectify the problem
8. Rights of Way Officer – request to attend to surface vegetation on pfp 6
Action: Clerk on holiday and DCC made alternative arrangements
9. RBL Club Secretary – Request made on behalf of the RBL for assistance in funding the Melbourne Town Band for the Remembrance parade
Action Required: The Parish Council is requested to make a decision as to whether additional funds will be provided towards the cost of the Melbourne Town Band
RESOLVED as the Parish Council has not requested any additional musical accompaniment, no funds will be provided. The Council reiterated that the focus should be on the Remembrance Service and commemorating servicemen.
10. SDDC – The proposed permanent diversion of public footpath 7
Response: No objections to the proposed diversion.

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11. Melbourne Historical Research Group – Annual Exhibition 27th & 28th August
12. Mr Sowter – complaint about the condition of the Old Burial Ground
Action: Clerk made arrangements for the OBG to be tidied and further action will be taken in the autumn (See Clerk's report submitted prior to the meeting)
13. N W Leicester – Strategic Growth Statement (deadline for responses 16th September 2016)
Action: Copy of the email has been circulated to all P&S Committee members; no response.
14. SDDC – Complications with the road closure for this year's Wakes Event
The Clerk reported that she now has the road closure notice for the Wakes.
15. DCC – Help keeping Derbyshire Together
16. Highways England – Information relating to road works on the A42 and M1
17. Melbourne Civic Society – Comments and observations regarding planning application 9 2016 0755
18. SDDC – Flood Liaison Meeting – 2nd November 2016
RESOLVED Cllr Jackson will attend this meeting as the Parish Council's representative.
19. Environment Agency – Third Annual Derbyshire Flood Warden Workshop 13th October 2016 at DCC Offices, Matlock

All correspondence was noted

1223. Finance

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

b) Receipts - receipts of £XXX burial fees were received in the months of July and August 2016.

c) To receive the actual against budget report for the period to 31st August 2016

This was circulated to the Cllrs present at the meeting. No questions were raised and the report was accepted.

The Clerk provided the amount of expenditure on the pavilion and sports ground to date, the budget allowed for expenditure to August 2016 but the handover of the area is not anticipated to occur until November 2016. The Parish Council will continue to fund the costs until the handover, but these will be deducted from the final donation to the MSP.

d) Risk Assessment update – no amendments were suggested.

e) To consider the External Auditors report for the year ending 31st March 2016

This was deferred to the October meeting.

1224. Consideration of Planning Applications

Planning applications

9 2016 0631 – The erection of extensions and a detached garden structure at Pippin Heath, Kings Newton, Melbourne

NO OBJECTIONS

9 2016 0641 – The erection of a garage and conservatory at 4 Packhorse Road, Melbourne

NO OBJECTIONS

9 2016 0625 – The replacement first and second floor windows to front elevation at 4 Potter Street, Melbourne

NO OBJECTIONS

9 2016 0754 – The demolition of existing toilet block and kitchenette to the rear of 6 & 7 Market Place, Melbourne

Cllr Summerlin declared a personal interest in the planning application

NO OBJECTIONS

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9 2016 0697 – Change of use from retail (class A1) to offices (use class B1) and erection of a single storey rear extension at 6 & 7 Market Place, Melbourne

Cllr Summerlin declared a personal interest in the planning application

NO OBJECTIONS

Later amended description to the following

Change of use from retail (class A1) to offices (use class B1A) and erection of a single storey rear extension at 6 & 7 Market Place, Melbourne

NO OBJECTIONS

9 2016 0303 – The retention of an agricultural track and formation of new road access at Stanton Barns Farm, Wards Lane, Melbourne

NO OBJECTIONS

9 2016 0755 – The demolition of existing garage building at land adjacent to (Former Walls Garage), 26 Market Place, Melbourne

NO OBJECTIONS but a condition is sought that the toilet block should be demolished and rebuilt before the work on the house is started.

9 2016 0830 – The erection of a 2 – storey rear extension at 28 Church Street, Melbourne

NO OBJECTIONS

9 2016 0832 – The felling of a sycamore tree at 50 Derby Road, Melbourne

NO OBJECTIONS

9 2016 0847 – The erection of extensions at 2 Penn Lane, Melbourne

NO OBJECTIONS

9 2016 0855 – The erection of a building to be used as five letting bedrooms to be used in connection with the exiting hotel, resubmission of planning application 9/2015/0546 to reposition the location of the building at Melbourne View Hotel, Station Road, Melbourne

NO OBJECTIONS

9 2016 0833 – The change of use of agricultural land to the land used for the keeping of horses at land at SK3724 019, The Common, Melbourne

NO OBJECTIONS

9 2016 0776 – The erection of a detached dwelling and double garage at 16 Nettleford Crescent, Melbourne

OBJECTIONS – the plot is too small for the dwelling and garage. The site will be overcrowded and the layout of the road will be spoilt

9 2016 0760 – The erection of a single storey side and rear extension at 5 Spinney Hill, Melbourne

NO OBJECTIONS

9 2016 0791 – The certificate of lawfulness for the use of a building and adjacent land for residential purposes (Use Class C3) pursuant to prior notification Ref: 9/2014/0391 (made under the Town and Country Planning (General Permitted Development) Order) at Larch Barn, Cockshut Lane, Melbourne

NO OBJECTIONS

9 2016 0800 – The insertion of conservation rooflights in the north and west facing roofslopes and the removal of concrete render to front of 46 High Street, Melbourne

NO OBJECTIONS

9 2016 0788 – The pruning of trees at the Dower House, Church Square, Melbourne

NO OBJECTIONS

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9 2016 0796 – The felling of a tree and the pruning of a second tree at 8 The Mews, Melbourne
NO OBJECTIONS

9 2016 0813 – Replacement doors at 151 and 157 Castle Street, Melbourne
NO OBJECTIONS

9 2016 0830 – The erection of a 2 – storey rear extension at 28 Church Street, Melbourne
NO OBJECTIONS

9 2016 0832 – The felling of a sycamore tree at 50 Derby Road, Melbourne
NO OBJECTIONS

9 2016 0847 – The erection of extensions at 2 Penn Lane, Melbourne
NO OBJECTIONS

9 2016 0855 – The erection of a building to be used as five letting bedrooms to be used in connection with the exiting hotel, resubmission of planning application 9/2015/0546 to reposition the location of the building at Melbourne View Hotel, Station Road, Melbourne
NO OBJECTIONS

9 2016 0833 – The change of use of agricultural land to the land used for the keeping of horses at land at SK3724 019, The Common, Melbourne
NO OBJECTIONS

9 2016 0838 – The erection of a single storey out building to the rear to be used as a garage at 44 The Woodlands, Melbourne
NO OBJECTIONS

9 2016 0854 - The replacement of two first floor rear windows and the renovation of the first floor rear sash window at The Old School House, 64 Penn Lane, Melbourne
Cllr Carroll declared a personal interest in the planning application
NO OBJECTIONS

a) Appeals

APP/F1040/C/16/3152512 & APP/F1040/C/16/3152513 &
APP/F1040/W/16/3152494

The siting of a residential caravan on agricultural land without planning Permission at Field Farm, Station Road, Melbourne, Derby, DE73 8BR

b) Planning Committee

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

To be considered by the Planning Committee on 6th September 2016

1225. Consultation for consideration

a) SDDC – Cycle Action Plan 2016-2021 (deadline for responses 14th August 2016)
No response was made

b) N W Leicester – Strategic Growth Statement (deadline for responses 16th September 2016)
No response was made.

1226. Items for information only – no action to be taken

a) Advice on forthcoming meetings and training
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- i. Cllr Usher is to attend the Cllr Induction training on 21st September 2016.
- ii. Flood Liaison Meeting at SDDC – 2nd November 2016 at 10am
- iii. Environment Agency – Flood Warden Workshop 13th October 2016

b) Councillors reports for information purposes only

Safer Neighbourhood & Area meeting – 14th July 2016 at Shardlow - No report was given.

c) The bushes in the Thomas Cooke Garden appear to be overgrown. The Clerk will contact Ian Stone and discuss if the shrubs can be cut back

d) A tree branch on Ashby Road is dangerously overhanging the road. Cllr Dunningcliff will attend to this.

e) Cllr Hudson proposed that a leaflet of useful contacts, list of businesses and items of interest in Melbourne is produced. This will be discussed by the Planning & Strategy Committee.

f) Cllr Hicklin enquired if the Cenotaph is to be cleaned prior to Remembrance Sunday. The Clerk informed that an order had been placed for it to be cleaned and for the lengthsman to clear the weeds prior to the service.

g) The suggestion of a new larger bin near to the Cenotaph was raised. The Clerk advised that the cost was £340 and explained why one of the bins at Thomas Cooke Garden could not be relocated. The Highways Committee will consider this matter at its next meeting.

1227. Date for the Parish Council and its Committee meetings 2016

The next Parish Council meeting will be held on Tuesday 4th October 2016 at 7.30pm

The following Committees will meet on Monday 12th September 2016, all at the Melbourne Assembly Rooms

- Highways Committee at 7;00pm
- Planning & Strategy 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.

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

APPENDIX 1