

MELBOURNE PARISH COUNCIL

Mrs J Storer (Clerk to the Parish Council)
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DATE: 30th August 2016

To: The Chairman and Members of Melbourne Parish Council

Dear Councillor

You are summoned to attend the Ordinary meeting of Melbourne Parish Council which will be held on **Tuesday 6th September 2016 at 7.30pm** in The Lounge, Melbourne Assembly Rooms, Melbourne.

Members are asked to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.

Yours sincerely

Jacqui Storer
Clerk to the Parish Council

AGENDA – ORDINARY PARISH COUNCIL MEETING

PART I – NON CONFIDENTIAL INFORMATION

- 1 To receive apologies for absence.
- 2 Variation of Order of Business
- 3 Declaration of Members Interests.

Please Note:-

- (a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken
- (b) Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

4. To grant any dispensations following declaration of interests
5. Public Speaking – Total of 15 Minutes
 - (a) A period of not more than 3 minutes will be made available for members of the public and Members of the Council to comment on any matter.
 - (b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.
 - (c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage.
6. To approve the Minutes of the Ordinary Parish Council Meeting held on 5th July 2016 (Copy attached)
7. Update on website and logo design
8. Governance
No matters raised
9. To receive reports from the Committees and Working Parties and to assess/review membership of all Committees

Burial Committee – 15th August 2016
Highways Committee – 11th July 2016
Facilities Committee – 11th July 2016
HR Committee – 11th July & 15th August 2016
Telephone Kiosk Working Party
Neighbourhood Development Plan Working Party
10. To determine which items if any from Part 1 of the Agenda should be taken with the public excluded.

If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: -
“In view of the confidential nature of item to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item.”

11. Chairman's Announcements and Reports.
 - a) For the Chair of the Parish Council to report on any events attended or interaction with the press.

12. To receive the report of the Clerk (previously circulated)

13. Reports from representatives on outside organisations
 - Senior Citizens Centre
 - Infant School Governors
 - Safer Neighbourhood
 - Melbourne Festival
 - Sporting Partnership
 - Assembly Rooms
 - Donington Park Liaison Committee
 - Grays, Green & Adcock Charity
 - Severn Trent Water Liaison Group

14. Condition of hedges around the parish (Cllr Hicklin)

15. Parish Council assets
 - a) Public Toilets
 - b) Chapels & Cemetery
 - c) Pavilion
 - d) Lothian Gardens play equipment

16. 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

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
10. SDDC – The proposed permanent diversion of public footpath 7
Response: No objections to the proposed diversion.
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)
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 as at the date of the agenda.
14. SDDC – Complications with the road closure for this year's Wakes Event
Action: See Clerk's report and email of 24th August 2016
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
19. Environment Agency – Third Annual Derbyshire Flood Warden Workshop 13th October 2016 at DCC Offices, Matlock

17. Finance

- (a) Accounts for Payment – see Finance sheet
- (b) Receipts – See Finance sheet
- (c) To receive the actual against budget report for the period to 31st August 2016
- (d) Risk Assessment update
- (e) To receive the External Auditor's report
- (f) To approve the bank reconciliation to 31st August 2016

18. To consider Planning Applications and other planning matters

- a) 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

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

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

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

b) 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

c) 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

19. Consultations for consideration

a) SDDC – Cycle Action Plan 2016-2021 (deadline for responses 14th August 2016)

b) N W Leicester – Strategic Growth Statement (deadline for responses 16th September 2016)

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

a) Advice on forthcoming meetings and training

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

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

Burial

Facilities

Highways

Finance

Strategy

22. To move the following resolution - “That in view of the confidential nature of the business about to be transacted (in respect of the personal situation of an employee which could result in legal proceedings) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.”

a) To consider the Christmas Tree contract for 2016

b) To consider the electricity contract for the public toilets

Governance Note:

Standing Orders 3w; allocates 2 hours for the meeting; any extension of time will require the Parish Council to agree to suspend Standing Order 3w.