

MELBOURNE PARISH COUNCIL

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DATE: 23rd September 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 4th October 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 6th September 2016 (Copy attached)

7. To consider if memorial testing should take place in the Packhorse Road Cemetery (See Clerk's Report)

8. Governance
 - a) Review of Committee Membership (deferred from September 2016)

 - b) Parish Councillor vacancy

9. To receive reports from the Committees and Working Parties and to assess/review membership of all Committees

Highways Committee – 12th September 2016
Planning and Strategy Committee – 12th September 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. Surfacing works on the public footpaths around the parish (Cllr Carroll)
(Min 1138 April 2016)

15. Parish Council assets

- a) Public Toilets
- b) Chapels & Cemetery
- c) Pavilion
- d) Lothian Gardens play equipment

16. Correspondence

1. DALC – Various Circulars
2. SDDC – Weekly crime updates
3. DCC - Parish and Town Council Liaison Forum Monday 31 October 2016
4. Derbyshire Police – Report of incident at MSP on 10th September 2016
5. Mitreform Ltd – copy of letter of complaint sent to Licensing Dept, SDDC, about the proposal to extend the licencing hours at the Almaf
The Parish Council has no powers, nor is the Council a consultee on licencing matters. This is outside of the Parish Council's remit.
6. Mr M Smith – email complaint about a fireworks display held on 10th September.
Investigations suggested this was a private matter and the Parish Council will not become involved.
7. Derbyshire Police – Parking at the new Sports Ground – no action is to be taken
8. DCC – letter advising that permission is required from DCC to attached and fix any seasonal decoration to lighting columns
9. DCC – Response to the highways issues raised. Some job sheets have been issued, whilst others require an inspector's visit before any decision is made.

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 30th September 2016

- (d) Risk Assessment update
- (e) To approve the bank reconciliation to 30th September 2016
- (f) To accept the External Auditors report (deferred from September 2016)

18. To consider Planning Applications and other planning matters

a) Planning applications

9 2016 0888 – The erection of a two storey dwelling at 16 Victoria Street, Melbourne
NO OBJECTIONS

9 2016 0710 – The erection of a home office pod in the garden at 53 Penn Lane, Melbourne
NO OBJECTIONS

9 2016 0878 – The erection of rear extensions at 7 Beech Avenue, Melbourne
NO OBJECTIONS

9 2016 0897 – The erection of single storey side and rear extensions at 16 Smith Avenue,
Melbourne
NO OBJECTIONS

9 2016 0873 – The erection of a single storey front extension at 83 Packhorse Road, Melbourne
NO OBJECTIONS

9 2016 0380 – The conversion of a public house and restaurant into 2 dwelling and the erection of
5 dwellings on associated land at The Melbourne Arms, 92 Ashby Road, Melbourne
REASON FOR RECONSULTATION: Revised Plans have been submitted. (10 days)

9 2016 0170 – Outline application (all matters except for access to be reserved) for the residential
development of up to 34 dwellings on land at SK3825 9087, Jawbone Lane, Kings Newton
RECONSULTATION: amended housing mix and tenure and indicative layout
NO OBJECTIONS

9 2016 0942 – Retention of replacement dwelling (amended scheme to that approved under
9/2014/0944) at 26 Trent Lane, Kings Newton
NO OBJECTIONS

9 2016 0935 – Erection of one detached dwelling at 1 Ashby Road, Melbourne
NO OBJECTIONS

9 2016 0362 – The erection of a rear extension at 112 Derby Road, Melbourne
REASON FOR RECONSULTATION: amended drawings
NO OBJECTIONS

b) Applications to be considered by SDDC Planning Committee meeting – 27th September

9 2016 0170 – Outline application (all matters except access to be reserved) for the residential
development of up to 34 dwellings on land at SK3825 9087, Jawbone Lane, Kings Newton

9 2016 0380 – The conversion of public house and restaurant into two dwellings and the erection of five dwellings on associated land at The Melbourne Arms, 92 Ashby Road, Melbourne

9 2016 0397 – The relevant demolition consent (retrospective) for partial demolition of public house and restaurant at The Melbourne Arms, 92 Ashby Road, Melbourne

19. Consultations for consideration

Local Government Finance Settlement Technical Consultation (end date 28th October 2016). Already circulated to Cllrs

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

a) Advice on forthcoming meetings and training

i. Parish and Town Council & DCC Liaison Forum Monday 31 October 2016

ii. Flood Liaison Meeting at SDDC – 2nd November 2016 at 10am

iii. Environment Agency – Flood Warden Workshop 13th October 2016

iv. SDDC – Safer Neighbourhood and Area Forum Meeting – 10th October 2016 at Barrow upon Trent Village Hall

v. Basics of Planning and Planning Enforcement – 5th October 2016 at 6.30pm in the Council Chamber at South Derbyshire District Council.

b) Councillors reports for information purposes only

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.”

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.

