

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 4th October 2016 at the Lounge Room, Melbourne Assembly Rooms, High Street, Melbourne

Councillors Present: Cllr Sharp (Chair), Dunicliff, Hicklin, Jackson, Usher, Smith, Earp, Collyer, Gates (to 9:05pm), Carroll, Willmore (from 7:36pm)

In Attendance: Mrs J Storer (Clerk), Cllr Harrison, Cllr Hewlett, Cllr Chilton (from 8:55pm to 9:00pm)
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.

1228. Apologies: apologies were received and accepted from Cllr Parker (personal), Hudson (Personal), Cllr Summerlin (personal).

1229. Declaration of Interests: Cllr Hicklin declared a personal interest in correspondence item No 5. Cllr Collyer declared a prejudicial interest in planning application 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

1230. Variation of Order of Business: There was no variation in the business of the meeting.

1231. Public Participation

Public Representations

No members of the public were present.

District Councillor report

Cllr Hewlett reported that an appeal hearing will be heard on 18th October against the refusal of the application for up to 44 dwellings on Jawbone Lane. Last week, the SDDC Planning Committee refused application 9 2016 0170 despite the revised application providing more affordable housing. The application was refused as it would harm the environment and the setting of Kings Newton. In addition, the adoption of LDP Part 1 now provides sufficient housing allocation in South Derbyshire, no other sites are deemed necessary.

The application to increase the number of dwellings at the former Melbourne Arms was approved and the conditions imposed explained.

The CAB is holding an Open Day on 4th November at 10am. The next DIG-IT training session will be held in Melbourne Library on 14th October. This week's crime information circular names the person convicted of breaking in to the British Legion.

There were no further questions for Cllr Hewlett.

County Councillor report

There was no report but it was RESOLVED to suspend Standing Orders when Cllr Chilton arrived to receive her report.

Police Matters

There was no report.

7:36pm Cllr Willmore arrived

1232. To confirm the Minutes of the Ordinary Parish Council meeting held on 6th September 2016

The Minutes of the Ordinary meeting held on 6th September 2016 as previously circulated, were approved as a correct record and signed by the Chair. The Clerk apologised for missing the receipts figure in the September minutes.

1233. To consider if memorial testing should take place in the Packhorse Road Cemetery (See Clerk's Report)

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The Clerk had circulated to all Cllrs the report on Memorial Testing, which had previously been sent to all Cllrs in July 2016.

The Clerk confirmed that legally the toppling testing of memorials does not need to be undertaken; but the practise of toppling testing is good practise. Cllrs considered the Clerk's recommendations contained within the Memorial Testing report, for the testing of memorials to be undertaken but Cllrs recalled that the previous testing of the memorials approximately 10 years ago caused upset to members of the public which should be avoided. The means of avoiding any upset was not to undertake any testing of the memorials. RESOLVED on a vote: 1 abstention, 11 against; the testing of the memorials in the Packhorse Road and Old Burial Ground. No testing of the memorials will be undertaken.

1234. Governance

a) Review of Committee Membership (deferred from September 2016)

RESOLVED the membership of the Committees will remain the same; Cllr Usher will join the Burial Committee following the resignation of Cllr Carpenter.

b) Parish Councillor vacancy

Mr D Carpenter has resigned as a Cllr. His resignation was accepted and the Chair thanked Mr Carpenter for his work and contribution whilst he was a Cllr. The Clerk has advised SDDC of the vacancy and is awaiting for the various notices to be sent.

1235. To receive reports from Committees and working Parties and to consider their membership

Highways Committee meeting held 12th September 2016

The minutes of the Highways Committee meeting held on 12.09.16 had been previously circulated to all members. Cllr Hicklin reported that she had received her training on the CCTV system. It was noted that another person should also be trained on the operation of the system and this will be considered by the Highways Committee.

Min 641 – The damaged sign has not been replaced

Min 633 – There has been no response from STW to the request to reconsider the rejection of the Parish Council's proposal for additional bins on the approach to the reservoir.

The basal growth at the Washpits requires cutting back if possible before the Wakes arrives. The Clerk will attempt to find a contractor to carry out the work before the weekend.

Planning & Strategy Committee 12th September 2016

The minutes of the meeting held 12.09.16 were previously circulated.

The Clerk will circulate the proposed logo and a record of thanks was given to Cllr Usher for his work on designing the logo.

Telephone Kiosk Working Party

No meeting has occurred.

Neighbourhood Development Plan (NDP)

Cllr Carroll reported on the last meeting held 03.10.16. The questionnaire has not yet been distributed as it is unable to distribute it via the Village Voice, plus some amendments to the questions are still required. Enquiries are ongoing as to how best to distribute the questionnaire. The Clerk had previously circulated the latest version of the NDP (version 3) to all Cllrs, but no feedback or comments had been received. The Clerk had expressed some concerns about the implications of the Community Aspirations contained within the draft NDP and the obligations these would place upon the Parish Council; Cllr Carroll requested that Cllrs consider the document and feedback on the aspirations in readiness for the next NDP meeting on 31.10.16. It was further reiterated that the NDP is the Parish Council's document and any recommendations/comments included on the document belong to the Parish Council; all were urged to read the document and provide feedback.

1236. To determine if any matters are to be taken with the Public excluded

RESOLVED to allow a discussion to take place on the CCTV in the section with the public excluded.

1237. Chair's Announcements

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The Chair reported that she had attended the United Reform Church induction of the new Reverend on 1st October.

1238. To receive the Clerk's Report

The Clerk's report as previously circulated was accepted without comment.

1239. Reports from representatives on outside organisations

Senior Citizens Centre – No meeting has occurred.

Infant School Governors – No meeting has occurred.

Safer Neighbourhood/Area Forum – the next meeting will be held on 10th October.

Festival – Cllr Carroll reported that this year's festival had been very good and over 5,000 trail guides had been sold or given away. Difficulties were experienced as Arriva re-routed the buses but failed to provide any notices of the changes. The Clerk had complained to Arriva and had received an email apologising for the difficulties and offering to reimburse taxi fares incurred.

Melbourne Sporting Partnership (MSP) – Cllr Jackson reported that the new facilities were opened on 11th September. The ceremony was very well attended and the opening times of the bar were provided. Concerns were raised at the September Highways Committee meeting about parking at the facility. It was explained that due to funding difficulties, the full complement of parking has not been provided but the situation is being monitored by the MSP. Concerns were raised about the pressure placed on the parking situation as the complex increases in popularity and whilst the rugby club does allow parking, the recommendation had been made by the Highways Committee for double yellow lines to be installed near to the entrance of the Sports Facility. This recommendation had been sported by the District and County Cllrs.

Standing Orders were suspended to allow Cllr Harrison to make comments.

Cllr Harrison reported that an example of what is required can be seen at Ashby RFC. He is also charged with raising funds for a new asphalt car park but care needs to be exercised as to where any water run-off is discharged.

The Chair returned to Standing Orders.

Melbourne Assembly Rooms (MARS) – Cllr Hicklin reported that the AGM was held on 29th September when new members were appointed and efforts are being made to source external grant funding.

A question was raised about the Parish Council making a grant towards MARS and how much the Parish Council previously subsidised the facility. Cllr Collyer agreed to obtain the information and provide it later in the meeting.

The Clerk confirmed that the lengthsman had previously weeded the car park but had been unable to do so this year, due to staffing issues. The Clerk confirmed that the left hand side of the noticeboard on Potter Street can be used by MARS, should the Parish Council not require it for its notices. Other organisations should also be entitled to place their notices there, it is not for the sole purpose of MARS.

Donington Park – No report.

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

Melbourne Christmas – Preparations for the event are underway. This year there will be the usual food and drink stalls and Cllr Willmore sought assistance with putting out the road closure signs. Several Cllrs volunteered to help on the evening. Consideration was given to hiring electronic signs for a week before the event, which will both advertise the event and the road closures. Each sign cost £360 to hire.

RESOLVED the quote of £360 per sign was thought to be too expensive and other advertising options are to be used.

1240. Surfacing works on the public footpaths around the parish (Cllr Carroll) - (Min 1138 April 2016)

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Cllr Carroll reported that the pfp 7 is in a poor and muddy condition and had requested earlier in the year for work to be undertaken to improve the path's condition. She added that a precedent has been set by this Parish Council to undertake work on public footpaths, including stoning of paths. Persimmon have been asked to clear and scrap the mud from pfp 7 but this work is still awaited. The overgrown hedge along this path will be cut and attended to in the new year and the Melbourne Footpaths Group has offered to carry out the stoning work, which can be funded by a grant from DCC to the Parish Council.

Discussions took place about which group would be liable should any injury occur by a user of the path when work has been completed. It was confirmed that the Footpaths Group has the correct insurance cover and has the consent of DCC to undertake the works. Discussions also considered the ownership of the path. The original stoning of the path was undertaken by the Parish Council and the archives demonstrate that other paths have been stoned by the Parish Council. Concerns were still raised about liability issues and it was RESOLVED to defer the matter to the next meeting for a specific resolution to be brought. The Clerk and Cllr Carroll will liaise on this matter.

8:55pm Cllr Chilton arrived.

RESOLVED to suspend Standing Orders to allow Cllr Chilton to present a report to the Parish Council. The next Flood Liaison meeting will be held on 26th October 2016. Bids for funding for the flood prevention works at Melbourne will be considered at a STW meeting on 18th October and it is anticipated that the bid will be approved. DCC has agreed to take 50 Syrian children and is looking for foster carers. Melbourne Library is at risk of being lost or closed.

There were no questions for Cllr Chilton.

9:00pm Cllr Chilton left the meeting and the Chair returned to Standing Orders.

1241. Parish Council assets

a) Public Toilets

The Clerk reported that there had been no incidents over summer.

b) Chapels

The Clerk has contacted various contractors to obtain quotes for the refurbishment of the Chapel; the closing date is 17th October. The quotes will be considered at the next Burial Committee meeting, with a recommendation being made to Full Council. The Clerk made a request for a Cllr to take the lead on this project; this will be decided at the Burial Committee meeting.

c) Lothian Gardens

The grant for the new play equipment has been submitted.

d) Pavilion

The Clerk reported that the electricity invoice for the site has significantly increased; Cllr Jackson agreed to make enquiries as to possible reasons.

1242. Correspondence

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

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 Almafī
Cllr Hicklin had earlier declared a personal interest in this application and took no part in the discussion. 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

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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.

All correspondence was noted

9:05pm Cllr Gates left the meeting.

1243. Finance

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

b) Receipts - receipts of £2,700.00 burial fees were received in the month of September 2016.

c) To receive the actual against budget report for the period to 30th September 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) To consider the External Auditors report for the year ending 31st March 2016
The Clerk provided the Cllrs with the report of the external auditors.
RESOLVED to note the comments made by the external auditors.

f) To approve the bank reconciliation reports to 30th September 2016
The Chair will study the reconciliation reports.

1244. Consideration of Planning Applications

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
Cllr Collyer declared a prejudicial interest in this application. He remained in the room and made no comment.
NO OBJECTIONS

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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

These applications had been reported upon by Cllr Hewlett earlier in the meeting.

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

1245. Consultation for consideration

Local Government Finance Settlement Technical Consultation (end date 28th October 2016). This had already been circulated to Cllrs in DALC circular 15/2016. The Clerk provided an explanation of the details of the consultation and of the implications for this Parish Council.

RESOLVED to object to both proposals relating to the “capping” of the Parish Councils precept and of the need to hold a referendum if the proposed increase of the precept is more than 2% or £5, whichever is the higher.

1246. 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) This year’s hanging baskets have provided a good display, but the content and the extension of the scheme will be considered by the Highways Committee.

c) Cllr Collyer reported that in 2010, this Parish Council subsidised MARS to the amount of £4,022.

d) The sign at the Hilly Field path is in a poor condition.

e) The shrubberies in the car park at the rear of the Lamb are in a poor state and SDDC needs to be advised.

1247. Date for the Parish Council and its Committee meetings 2016

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The next Parish Council meeting will be held on Tuesday 1st November 2016 at 7.30pm

The following Committees will meet on Monday 17th October 2016, all at the Melbourne Assembly Rooms

- Burial Committee at 6:30pm
- Highways Committee at 7:30pm
- Planning & Strategy Committee at 8:00pm

9:20pm 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.

1248. CCTV system

Some aspects of concern relating to the system were raised and discussed. The situation will be monitored.

There being no other business, the Chair closed the meeting at 9:28pm.