

MELBOURNE PARISH COUNCIL

Mrs J Storer (Clerk to the Parish Council)
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DATE: 24th October 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 1st November 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 4th October 2016 (Copy attached)

7. To consider the proposal for purchasing and siting benches within the village (Cllr Usher)

8. To consider and to make a decision on the following resolution relating to works on public footpath 7, deferred from October 2016 (Cllr Carroll)

At the meeting held 4th October 2016, the consideration of undertaking works on public footpath 7 was deferred for a resolution to be brought to the Council. The resolution is below: -

RESOLUTION

Without prejudice, Melbourne Parish Council should ask Melbourne Footpath Group to investigate and report upon the condition of public footpath 7 adjacent to Melton Avenue, with a view to using the minor maintenance grant from DCC to undertake any necessary surface works. In addition the Clerk is to be instructed to obtain clarification from the Footpaths Officer of any potential liabilities for the Parish Council if surface work is undertaken by the Melbourne Footpath Group and to request the Footpaths Officer liaises with the landowner over whose land public footpath 7 crosses.

9. Governance
 - a) Parish Councillor vacancy

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

Burial Committee – 17th October 2016
Highways Committee – 17th October 2016
Planning and Strategy Committee – 17th October 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
Melbourne at Christmas

15. Parish Council assets – (see Clerk’s report)

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

16. Correspondence

1. DALC – Various Circulars
2. Mr White – request for appeal on interment at the Packhorse Road Cemetery
Matter considered at Burial Committee on 17.10.16, and appeal dismissed
3. SDDC – Pre submission letter for Part 2 of the LDP
4. Alexander Bruce - Requesting information on the Parish Council’s solicitor relating to the issuing of a licence for the new public toilets.
5. EMA – CSR Report 2015-16
6. Mr F Hughes (on behalf of MARS board) – Questioning the maintenance and tidiness of the car parking area around MARS

7. Ms Jessica Long – request for information relating to the Parish Council's parcel of land on Jawbone Lane.

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 October 2016
- (d) Risk Assessment update
- (e) To approve the bank reconciliation to 31st October 2016
- (f) Consideration of grant funding to Melbourne Assembly Rooms
- (g) Funding of the Melbourne Town Band for the Remembrance Day Parade

18. To consider Planning Applications and other planning matters

a) Planning applications

9 2016 0919 – Retention of existing containers for storage of agricultural/horticultural equipment at alnd at SK3926 1812, Jawbone Lane, Kings Newton
NO OBJECTIONS

9 2016 0980 – The pruning of trees within the conservation area at Huntingdon House, 72 Penn Lane, Melbourne
NO OBJECTIONS

9 2016 0922 – The erection of a single storey rear extension at 16 Dunncliffe Lane, Melbourne
NO OBJECTIONS

9 2016 0996 – The felling of a sycamore tree to the north of 59 Castle Mills, Melbourne
NO OBJECTIONS

9 2016 0970 – Erection of 20m monopole telecommunications mast and installation of ancillary infrastructure and associated works at The Butts, Cockshut Lane, Melbourne
Cllr Earp declared a prejudicial interest in this application
NO OBJECTIONS

9 2016 1005 – The pruning and felling of trees at The Grange, Packhorse Road, Melbourne.
NO OBJECTIONS

9 2016 1029 – Approval of reserved matters for layout/scale/appearance/landscaping of planning permission /2013/0615 FO – at Forest View, Cockshut Lane, Melbourne
NO OBJECTIONS

9 2016 1038 – Modifications to existing extension at 17 Oaklands Way, Melbourne
NO OBJECTIONS

Applications to be considered by SDDC Planning Committee meeting –

9 2014 1141 – Proposed development: Outline application (all matters except for access to be reserved) for the residential development of up to 44 dwellings and detailed means of access on land at SK3825 9087 Jawbone Lane, Kings Newton

Appellant's Name: Investin Properties (Jersey) Ltd

Planning Inspectorate Reference: APP/F1040/W/16/3147682

Cllr Collyer declared a prejudicial interest in this application

19. Consultations for consideration

SDDC – LDP Part 2 consultation – end date 25th November 2016

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

a) Advice on forthcoming meetings and training

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

b) Reports of meetings attended

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

Environment Agency – Flood Warden Workshop 13th October 2016

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

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

c) 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."

- a) Grass cutting
- b) Auto Enrolment Pension Scheme and payroll
- c) 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.

