

## MELBOURNE PARISH COUNCIL

Mrs J Storer (Clerk to the Parish Council)  
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DATE: 29<sup>th</sup> November 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 6<sup>th</sup> December 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 1<sup>st</sup> November 2016 (Copy attached)
  
7. Governance
  - a) Co-option to fill the one Parish Councillor vacancy
  - b) For the new Councillor to take and sign the Declaration of Office
  - c) For the new Councillor to complete the Declaration of Interest
  
8. Consideration of the request made by the Civic Society for support and action relating to the proposal to transfer the Holy Well site into public ownership (Min 1252)
  
9. To receive reports from the Committees and Working Parties and review of Committees

Burial Committee – 7<sup>th</sup> November 2016  
Highways Committee – 7<sup>th</sup> November 2016  
Planning and Strategy Committee – 7<sup>th</sup> November 2016  
Telephone Kiosk Working Party  
Neighbourhood Development Plan Working Party  
Review of Committees (Clerk's Report)
  
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. SDDC Enforcement Officer – No breach of planning condition at property report at Cockshut Lane
3. SDDC – Numbers of attenders at the summer sports sessions
4. SDDC – Pre submission Local Plan Part 2
5. A Heafield – Melbourne Awards Night
6. SDDC – Weekly Crime information
7. Clerks & Councils Direct – Magazine
8. STW – Bins at Staunton Harold; indicating no intention to install any new bins
9. SDDC – Documents from the Flood Liaison Meeting held 2<sup>nd</sup> November 2016
10. DCC – Providing an explanation of the legal process required should double yellow lines be installed at Cockshut Lane
11. DCC – Shale Gas and Fracking Informative Note – November 2016  
*This information sheet has been emailed to all Cllrs and explains that some 50 licences have been granted for initial investigative works, located in the north of the county, coming as far south as Amber Valley.*
12. STW & DCC – Update on flooding in Melbourne
13. SDDC – Email exchange about the parcel of land subject to planning application 9 2016 1122 (also an agenda item under PLANNING)
14. SDDC – Remarking of car park at Melbourne Assembly Rooms

*The matter will be considered in late January when it will be known if there will be any budget left to undertake the line markings. This assessment will be undertaken in conjunction with MARS and information of other outstanding repairs and maintenance requirements*

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 30<sup>th</sup> November 2016
- (d) Risk Assessment update
- (e) To approve the bank reconciliation to 30<sup>th</sup> November 2016
- (f) Consideration of budget 2017-2018

18. To consider Planning Applications and other planning matters

a) Planning applications

9 2016 1069 – The felling of trees at Dower House, Church Square, Melbourne

NO OBJECTIONS

9 2016 1078 - The felling and pruning of trees at Chantry House, Main Street, Kings Newton

NO OBJECTIONS

9 2016 1054 – The felling and pruning of trees at The Baptist Chapel, Chapel Street, Melbourne

NO OBJECTIONS

9 2016 1086 – The erection of one and half storey dwelling and separate garage with new vehicular access on land adjacent to Charnwood, Jawbone Lane, Kings Newton

NO OBJECTIONS

9 2016 0995 – The erection of a replacement single storey extension at Broom Hills, Calke Road, Melbourne

NO OBJECTIONS

9 2016 1104 – Proposed garage conversion and erection of a detached single garage at 42 High Street, Melbourne

NO OBJECTIONS

9 2016 1122 – The change of use from amenity space to domestic garden of land adjacent to 62A Derby Road, Melbourne

OBJECTION – this will be the loss of an important parcel of amenity land

9 2016 1123 – The partial demolition of wall and garage along with the formation of new access and gates at 62 Derby Road, Melbourne

OBJECTION – the Parish Council would not like to see the loss of this amenity land and the loss of the wall and garage would impact on the intended configuration of existing properties.

9 2016 1103 – The formation of a pitched roof to the garage and the provision of an annexe within it at Southgates, Breach Lane, Melbourne

NO OBJECTIONS

9 2016 0935 – The erection of one detached dwelling house at 1 Ashby Road, Melbourne  
*Cllr Summerlin declared a personal interest in this application*

NO OBJECTION

9 2016 0878 – The erection of rear extensions at 7 Beech Avenue, Melbourne  
Reason for re-consultation: Amended drawings received

NO OBJECTIONS

9 2016 1097 – The erection of extensions at 4 Melton Avenue, Melbourne

NO OBJECTIONS

9 2016 1037- Replacement entrance gates at J P Sprinthorpe & Co Ltd, Potter Street, Melbourne

NO OBJECTIONS

9 2016 1114 – The incorporation of one parking space into enclosed garden with associated fencing at 116 Derby Road, Melbourne

NO OBJECTIONS

9 2016 1029 – Approval of reserved matters for layout/scale.appearance/landscaping of planning permission ref: 9/2013/0615 at Forest View, Cockshut Lane, Melbourne

REASON for reconsultation : revised plans and application form received

NO OBJECTIONS

9 2016 1174 – Relevant demolition consent for the partial demolition of the existing wall and garage at 62 Derby Road, Melbourne

NO OBJECTIONS

9 2016 0543 – The variation of condition 2 and removal of condition 17 of planning permission 9/2014/0725 relating to the erection of a dwelling and a forestry building with solar PV along with installation of access track, hardstandings, drainage pond and creation of garden space on land at Broadstone , Holt Bogs Lane, Melbourne

REASON for re-consultation: Additional condition to be varied and additional information received on 18<sup>th</sup> October 2016

9 2016 1158 – The pruning of a horse chestnut tree covered by SDDC TPO 145 at 27 High Street, Melbourne

NO OBJECTIONS

9 2016 1164 – The felling of a Robina tree at land adjacent to the garage of 13 Castle mews, Melbourne

NO OBJECTIONS

9 2016 1179 – The felling and pruning of trees at Melbourne Hall, Church Square, Melbourne

NO OBJECTIONS

9 2016 1192 – The erection of a two storey rear extension, porch and the insertion of a side window at 24 Queensway, Melbourne

b) Appeals

9 2016 0776 - Proposed Development: The erection of a detached erection of the erection of a detached dwelling and double garage at 16 Nettleford Crescent, Melbourne

Appellant's Name: Ms Alison Lomas

Application Reference: 9/2016/0776

Planning Inspectorate Reference: APP/F1040/W/16/3159958

Appeal Starting Date: 21/11/2016

- c) To discuss the land at Derby Road, Queensway and Beech Avenue

19. Consultations for consideration

None available at the time of the drafting of the agenda.

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

- a) Advice on forthcoming meetings and training

None known at the time of drafting the agenda

- b) Reports of meetings attended

- 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) Public toilets
- b) Clerk's pay award
- c) Chapel refurbishment

**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.**