

Melbourne Parish Council

Mrs J Storer, Clerk to the Parish Council, 2 Mansfields Croft, Etwall, Derbyshire DE65 6NJ
Email: Melbourneclerk@aol.com

Minutes of the Ordinary Meeting of Melbourne Parish Council held at 7.30pm Tuesday 1st July 2014 at the Shone Lounge Room, Melbourne Assembly Rooms, High Street, Melbourne

Councillors Present: Cllr Earp (Chair), Carroll, Hicklin, Howard, Hudson, Jackson, Minifie, Parker, Smith, Stockill,

In Attendance: Mrs J Storer (Clerk). Cllr Mrs Chilton, 1 member of the press, Cllr Hewlett, Cllr Harrison, 1 member of the public, PCSO Emma Guest (from 7:55 pm to 8:04 pm), Ian Hey (SDDC to 8:04pm)

Apologies: Apologies were received and accepted from Cllr Butler, Cllr Carpenter, Cllr Collyer, Cllr Sharp and Cllr Willmore.

715. Declaration of Interests: No declarations were received. Cllr Carroll declared that she is now a Director of Melbourne Assembly Rooms.

716. To grant any dispensation resulting from declarations of interest: No dispensations were necessary.

717. Variation of Order of business: There were no variations to the order of business.

718. Public speaking:

(a) Mr I Hey (SDDC) gave a brief overview of Neighbourhood Development Plans (NDP) and explained that they can be used to identify preferred areas for development; a NDP acts as a means to shape rather than stop development from occurring. Any NDP has to be couched in planning terminology and once made becomes part of the SDDC Local Plan. The time scale for the production of a NDP can be between 6-18 months. The costs can be between £20,000 - £30,000, but grants are available. The consultation for a NDP has to be done correctly and this will involve holding a local referendum.

Ian Hey added that a NDP may be something that the Parish Council may wish to undertake if Cllrs think there is to be development in Melbourne between now and 2028 (the same time frame as SDDC Local Plan). The NDP has to be in line with the broad plan of the District Council's Local Plan but can go into more depth and will augment the planning system by reflecting local opinion.

The Parish Council would be expected to lead the process of making a NDP. The weight attached to any NDP would not take full effect until it is adopted. Cllr Earp sought clarification as to what will happen in 2028: will the NDP be renewed and at what stage. Ian Hey was unable to answer the question but voiced the opinion that most likely it will need to be reviewed/upgraded and augmented. He added that one of the biggest costs is the use of the planning specialism, so providing a firm indication of grant funding was also something he could not answer. S106 has been changed slightly and now there is the Community Infrastructure Levy (CIL) which is based on the cost per square metre and applies from house one. The changes mean that the Parish Council will get a proportion of the CIL, and this proportion will be greater should a NDP be in place.

When asked about the impact of possible changes in National Government and of National Policy; Ian Hey commented that most of the changes recently have materialised as part of the Localism Act. Prior to this Act there had been a weighting based upon national policies but refinements can now occur.

No other Parish Councils in Southern Derbyshire have started the process, but some in East Staffordshire, Leicestershire and in the north of the County have NDPs.

Cllr Earp thanked Ian Hey for his attendance and input.

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(b) No comments were made under the public section.

719. Police

PCSO Guest reported that June has been a quiet month.

Cllr Jackson commented that a person at the cashpoint had allegedly been shot at from a passing vehicle. PCSO Guest reported that the police have looked at the CCTV recording of the incident and have potentially identified the vehicle but further information from the public is being requested.

There has been one shed break-in on the allotments.

There has been no information gathered about the vandalism at the Chapel.

8:04pm PCSO Guest and Ian Hey left the meeting.

720. District and County Councillors

County Council

Cllr Chilton reported that she continues to press for a resolution to the outstanding highway matters with the County Council. The potholes on Salisbury Lane have been repaired and the damaged verges on Ashby Road, at the site of the new houses, are to be repaired by the contractors.

The plans for the international freight terminal at Castle Donington have been provided at a presentation and the site plans were provided for the meeting to view. Cllr Chilton advised that there is another application for an intermodal park at Etwall/Egginton and if both sites are developed there will be significant impact on the District's infrastructure.

The electricity substation had been erected on the corner of George Street & Quick Close and then quickly taken down; agreement has been reached that Western Power will consult local residents about agreeing a space and site for its relocation.

District Council

Cllr Harrison reiterated that SDDC has never had any intention to close the public toilets without replacing them with a better facility.

Regarding the substation; Cllr Harrison stated that his opinion was that public equipment should be sited on public land. Whilst a District Council officer has considered 17 possible sites on SDDC land; all were considered to be unsuitable either because it reduced the value of the land, or they had been identified for future developments but SDDC is reviewing whether a site can be found and agreed. Western Power has provided assurances that it will consult with SDDC about a suitable location.

Unison has held a strike ballot and a strike will occur on Thursday 10th July. SDDC Offices will be open; the black bin collections will not take place on that day, but the dry recycling scheme collections will occur as normal as they are carried out by a private contractor.

A Development Consent Order has been issued and complied with in relation to the international freight park at Lockington (Castle Donington); SDDC has submitted its concerns about the project.

Cllr Harrison reminded the meeting that the Packhorse Inn has been in the area for 327 years; originally as a coaching inn. He has been working with the Kings Newton Residents Association about the possibility of making an application for the Inn to be listed as a Community Asset, but the Residents Association is not a recognised body for the purposes of making such an application, therefore a request was made to the Parish Council for it to make this application and to make any necessary purchases.

The Local Development Plan has been submitted and a decision is expected early in 2015, but in the interim, SDDC is being pressed to provide additional sites for Phase 2 of the Local Development Plan. SDDC has stated that it cannot accommodate any more sites and discussions with Amber Valley Borough Council and Derby City Council about the provision of further sites, have now stalled.

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Cllr Carroll raised that at the MARS AGM, the Board reported that it is neutral about the public toilets being located in the Assembly Rooms; adding that in her opinion, the proposal to relocate the public toilets to the Assembly Rooms is a loss of facilities as the number of toilets and accessibility to them is reduced.

Cllr Harrison responded that the reason the SDDC process has not been transparent is because legally it was unable to be so as it was a contractual matter, but declined to comment any further.

721. To confirm the Minutes of the Ordinary meeting held 3rd June 2014.

The Minutes of the Ordinary meeting held 3rd June 2014 as previously circulated, were approved as a correct record and signed by the Chair.

722. To receive reports from Committees

Burial Committee, meeting of 9th June 2014

RESOLVED: the recommendation of the Committee for the installation of a simple CCTV system was deferred for a period of six months as the Council considered that there has been too few incidents to warrant the installation of CCTV.

Highways Committee, meeting of 9th June 2014

Cllr Smith made a strong plea to the County and District Cllrs for action to be taken on the outstanding matters.

Facilities Committee meeting of 9th June 2014

Cllr Jackson informed that the quote for the French drain will be discussed at a Committee meeting.

RESOLVED the Council ratified the proposal of the Facilities Committee that no action is taken by the Council in relation to the jawbones.

Cllr Jackson reported that the circus was in the Parish the weekend before but despite a request for the area to be cleared afterwards; some posters remain. Cllr Jackson requested feedback on the circus.

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

There were no additional matters to be taken in the exempt section of the meeting.

724. To agree the Terms of Reference for the Working Parties and to receive reports

RESOLVED: to agree the Terms of Reference for both Working Parties, as previously circulated.

Report from the Telephone Kiosk Working Party

A written report (attached) was circulated to the meeting. Cllr Earp explained the report. No actions are currently required as further investigations are required.

Report from the Christmas Event Working Party

Cllr Earp reported that two meetings have been held. The suggestion is for a smaller event, to be held in the centre of Melbourne. The next meeting will be held on 28th July and suggestions for the event are welcome.

725. Chair's Announcements

The Chair reported that this month has been relatively quiet, with the exception of the broken steps on Potter Street and the CCTV line being brought down.

RESOLVED: to take no action about the possible dislodgement of the CCTV fitting by contractors working on a property in the High Street.

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726. To receive the Clerk's Report

The Clerk's report was previously circulated and agreed. No matters were raised.

727. Reports from representatives on outside organisations

Senior Citizens Centre – No report was given

Infant School Governors – Cllr Smith reported that the school continues to be oversubscribed and that appeals are still ongoing.

Safer Neighbourhood – Cllr Smith reported that there has been a small increase in the number of crimes. South Derbyshire continues to be one of the safest areas in the country and has a very low percentage of crime. Consideration is being given by the police to the CCTV being accessed remotely. Comments were made about the access to the CCTV and the difficulties experienced by the police with regard to accessing the CCTV system within the Assembly Rooms. Cllr Howard reported that the matter of issuing the police with a key and improving access to the CCTV system is being considered by the MARS board at its meeting next week.

Education for Melbourne – Cllr Minifie reported that the Group wishes to engage more with the community and to gather their views. An information sheet has been produced and anyone interested in receiving information can register for the information to be emailed out.

Festival – Cllr Carroll reported that the preparations for the Festival (to be held on 13&14 September) are progressing well. Sponsorship has increased this year.

Sporting Partnership – Cllr Jackson continues to circulate the minutes of the MSP meetings. The drainage scheme is installed. Tenders for the changing rooms have gone out and responses are awaited.

Athenaeum – no report

Promote Melbourne – no report

Assembly Rooms – Cllr Howard reported that the AGM was held last week and there are changes to the membership of the Board. Significant work has been undertaken for the Heritage Lottery funding application.

Donington Park Liaison Committee – No report

728. Correspondence

1. DALC – Various Circulars
2. Mr M Harnden – email complaint (9th June 2014) about the weeds on Castle Street. *SDDC came the following day and cleared the gutters*
3. N W Leicestershire – Notification of consultation for the Local Plan (deadline for comments 19th September 2014).
4. SDDC – Notification of road closure for Melbourne Carnival (12th July 2014)
5. Shosmiths LLP – notification that licence between Melbourne Parish Council and Lord Kerr for the land at Cockshut Lane has been completed

729. Finance

a) RESOLVED the accounts for payment as circulated were approved and payments were authorised.

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b) Budget appraisal/risk assessment

Currently there are no amendments to the risk assessment.

730. Consideration of Planning Applications

9 2014 0287 – Outline application (all matters except for access to be reserved) for the residential development of 22 dwellings with associated open space and highways works on land at SK3925 1974 Station Road, Melbourne

REASON FOR RECONSULTATION: Revised Site and Access Plan received.

OBJECTION – there is no change from the previous plans submitted as to the number of houses being built and therefore the reasons for the previous objection (effects on infrastructure due to the pace of development in the area) still apply.

9 2014 0485 – Listed building consent for change of use of existing public house into two dwellings including extensions, alterations and demolition to the rear at Ye Olde Packhorse Inn, Packhorse Road, Melbourne

OBJECTIONS

1. It is clear from the plans that only about 2/3rds of the site are to be used on this application. The moving of the vehicle access nearer to the junction will make this a hazard for motorists.
2. The pedestrian entrance to Dwelling 1 which is closest to Main St is also very close to the junction with only a narrow strip of pavement. This is dangerous at the moment and makes it potentially a very dangerous access to/exit from a dwelling.
3. There is no pavement to allow access from the front of properties so another potential danger to pedestrians and traffic
4. The loss of an amenity in a settlement where there are already few amenities will significantly alter the character of Kings Newton in a detrimental way

9 2014 0516 – Partial demolition of barn and stabilisation of remaining part to include re-roofing and removal of 3 velux windows and replacement of timber front doors and windows at 65 Castle Street, Melbourne

NO OBJECTIONS

9 2014 0514 – The pruning and felling at rear of 63 + 65 Castle Street, Melbourne

NO OBJECTIONS

9 2014 0037 – Retrospective application for external and internal alterations to The Close, Church Square, Melbourne

NO OBJECTIONS

9 2014 0504 – Prior approval of proposed change of use of agricultural building at a dwelling house (use Class C3) on land at SK3624

4983 Nutwood St Brides, Stanton by Bridge

OBJECTIONS – The provision in the act is there for "farmers" to use - the applicant's address does not suggest that the applicant is a farmer or is actively farming the land. This is National Forest "set aside land" and is not being "farmed". Finally, the application is for a holiday let. The question then arises as to whether such a use is a dwelling for the purposes of Class C3. The Parish Council objects to the proposal on the grounds that the application does not fall squarely within the new provisions and that the application should be turned away.

9 2014 0537 – Change of front door and front door frame at 48 Station Road, Melbourne

NO OBJECTIONS

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9 2014 0404 – To convert the existing garage into a kitchen dining area, build a new garage to include utility space and single storey extension at the Gateway, Cockshut Lane, Melbourne
NO OBJECTIONS

9 2014 0280 – The variation of condition 3 attached to planning permission 9/2011/0236/B to open 17.30-00.00 hrs Monday to Saturday and Bank Holidays at 61 Derby Road, Melbourne
NO OBJECTIONS

9 2014 0571 – first floor rear extension at 41 North Street, Melbourne
NO OBJECTIONS

731. Communication

(a) Update on the Communication Policy

Cllr Hudson and the Clerk will liaise on the drafting of the Policy and bring a draft for consideration at the September meeting. **(Action: Cllr Hudson & Clerk).**

(b) Adoption of recording of Council meetings protocol

The Clerk had previously circulated the protocol to all Councillors. The Clerk explained why the Protocol had been produced and that the recording of Council meetings could not be prevented.

RESOLVED: to adopt the Protocol

732. Marking the 100th Anniversary of World War 1

RESOLVED: to make a donation of £250 to the History Society for the Society to spend as it sees fit in marking the 100th Anniversary.

733. Public Toilets Update

The date of the meeting relating to future of the public toilets has been changed and will now take place on Friday 11th July at 5pm; as agreed at the last Parish Council meeting; members of the Facility Committee and Cllr Carroll will represent the Parish Council.

Cllr Hewlett asked if he could attend the meeting; the Clerk informed that arrangements had been made with Mr F McArdle (SDDC CEO) that only District Council officers and representatives from the Parish Council and MARS will attend the meeting.

734. Christmas Tree lights

The Clerk enquired if the lights on the main Christmas tree are to be replaced; funding has been provided in the budget and an additional £500 has been allocated for replacement lights from the donation from Live Nation.

A vote was taken as to whether to have coloured or white bulbs on the main tree

For Coloured bulbs = 5

For White bulbs only = 3

Abstained = 2

RESOLVED: the Clerk will obtain a quote for replacing the Christmas tree lights with coloured LED bulbs. **(Action: Clerk)**

735. Consideration of information received from Mr Hey about a Neighbourhood Development Plan for Melbourne

This matter was deferred to the September meeting.

736. For information only

i) Cllr Hicklin reported that the hedge on Cockshut Lane is overgrown. The Clerk reported that it will be cut back shortly after the nesting season is over.

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ii) Cllr Jackson reported that there was a query over whether VAT is to be levied over the hire of the ground for the Circus. The Clerk will make investigations about the levying of VAT.

(Action: Clerk)

737. Date of committee meetings

Burial Committee	No meeting	
Facilities Committee	No meeting	
Highways Committee	Monday 7 th July at 7.30 0 pm	Assembly Rooms
Personnel Committee	No meeting	

738. Date of the next Parish Council meeting

The date of the next full Parish Council meeting will be Tuesday 2nd September 2014 at 7.30pm in the Shone Lounge. There being no further business the Chair closed the meeting at 10.15pm and moved to the Confidential section of the meeting.

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CONFIDENTIAL SECTION

The minutes of the confidential section held 3rd June 2014 were agreed and signed by the Chairman

Staffing matters

The minutes of the Personnel Committee meeting held 9th June 2014 were circulated to all Councillors. The recommendations of the Committee were considered.

RESOLVED: due to the finances of the Parish Council, the lengthsman will receive an increase of 50% of the recommended incremental increase in September; the balance of the incremental rise will be provided in April 2015.

For the Sexton, the increase will take effect in April 2015.

The Clerk informed that the pension changes means the Parish Council will have to provide a pension.

RESOLVED: the Clerk was requested to make enquiries about pension providers.

There being no further business, the meeting closed at 10.35pm.