

Melbourne Parish Council

Mrs J Storer - Parish Clerk, 2 Mansfields Croft, Etwall, Derbyshire DE65 6NJ



Committee Minutes Burial Grounds

Minutes of a meeting of the Burial Grounds Committee held at 7.30pm Monday 10th June 2013 at the Chapel, Packhorse Road, Melbourne

Present – Cllr Hicklin (Chairman), Carroll, Collyer, Dunnicliff, Earp, Howard, Jackson, Minifie, Parker, Smith, Stockill, the Clerk.

Apologies: Cllrs Carpenter, Sharp, Willmore.

Minutes of the previous meeting approved by Council were signed by the Chairman as a true record.

152. Cllr Carpenter has started on and will continue documenting the procedures at the Burial Ground. **(Action: Cllr Carpenter, Cllr Hicklin and Sexton).**
153. Cllr Carpenter has located the relevant plot, which is plot 4181, but this is not the location identified by the lady. This plot has been purchased and the matter will be left until the lady in question informs the Parish Council as to what her wishes are for marking the plot.
154. The Chairs and Vice Chairs of the various Committees are to meet on 24th June to discuss the Terms of Reference for the Committees. **(Action: Chairs, Vice Chairs and Clerk)**
155. Councillors viewed the Cedar tree and decided that there was no use for the timber. The Clerk will advise Melbourne Tree Services Ltd to remove the tree as soon as practicable. **(Action: Clerk).** The Clerk was asked to remind the contractor to provide the necessary insurance documentation and risk assessments and to obtain assurances that there will be no damage to any headstone.
156. The Clerk had previously circulated a report on the lone working of the Sexton, the use of a mechanical digger and of a training session. It was agreed that the lengthsman will assist the Sexton in the digging of the graves and both will attend the training session in October.
157. In order to comply with regulations relating to the storage and use of petrol, the Clerk will order a fire extinguisher and a “No Smoking” sign. **(Action: Clerk).** The Sexton already keeps the weedkiller in a separate location as a safety measure.
158. Cllr Collyer suggested that local businesses and organisations should be used by the Parish Council where possible. This view was unanimously supported. A contact number for a new local business repairing machinery will be provided to the Clerk.

Date of next meeting 7.30pm Monday 8th July 2013 at Melbourne Assembly Rooms

Committee 1 Burial Grounds -Cllr S Hicklin Chairman

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Highways and Street Lighting

Minutes of a meeting of the Highways & Street Lighting Committee held at 8.05pm
Monday 10th June 2013 at the Shone Lounge

Present – Cllr Earp (Chairman), Carpenter, Carroll, Collyer, Dunnicliff, Hicklin, Howard, Jackson, Minifie, Parker, Smith, Stockill, the Clerk.

Apologies: Cllrs Sharp and Wilmore.

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368. Resurfacing work had now taken place on Derby Road; the road markings are yet to be painted. Cllr Chiltern is pursuing the request for the installation of bollards at Burdett House.
369. CCTV – The application form for permission to erect the signs will be submitted by the contractor before the end of the week and if permission is granted, then weather permitting, work on the final installation of the CCTV system will take place at the end of this month.
370. Two quotations have been received. The quotation from Harlites for the erection and dismantling of the Christmas lights was considered to be extremely high and the quote was not accepted.
Another quote was received from Wayne Lawrence Electrics for the extension of the circuit to accommodate and extend the Christmas lights. This appeared to Councillors, to be expensive. The Clerk will circulate the quote to Cllrs for them to consider and make a decision at the next Committee meeting. **(Action: Clerk)**
371. Sample LED lights have been received from a local company and these were demonstrated. Cllrs considered the LED lights were not as bright as the current lights but accepted that there would be significant cost savings in electricity if LED bulbs were used; the payback period for LED bulbs being just over 2 years.
RESOLVED for a working party to be established to obtain additional quotes for LED bulbs and/or for replacing the street lights with a LED system. The working party has no powers or authority; its sole purpose being to obtain information for the Committee to consider. The members of the working party are Cllr Earp, Cllr Stockill and the Clerk
372. Councillors reported back on their areas of responsibility.
Cllr Dunnicliff reported that many of the overgrown hedges had been cut back before any notification was given to the householders.
Cllr Carroll reported that weeds are growing through the pavement on Kings Newton Lane and if the matter is not resolved, the future viability of the pavement could be brought into question.
The cow parsley on the verge along Cockshut Lane is restricting visibility. It is thought that the District Council schedule is such that this will be attended to shortly.

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373. A sign has been placed on the corner of Cockshut Lane advising about the resurfacing works. This is still in place and is blocking the line of sight, making manoeuvres at this junction dangerous. The Clerk will report this to DCC (**Action: Clerk**).
374. The bench at Jubilee Close has been vandalised. This was reported at Full Council and the Clerk will send a letter to the developers who still have responsibility for the areas.
375. There is broken glass on the twitchell between Derby Road and Packhorse Road. The lengthsman will be asked to clear it (**Action: Clerk & Lengthsman**)
376. There is a faded "no through road" sign on George Street and at Blanchcroft. This will be reported to DCC along with a request that the road signs are cleaned (**Action: Clerk**)
377. Cllr Parker reported that there are instances of hedging being too close to the highway and that DCC exhibits inconsistencies as to whom it pursues to rectify the problem. Cllr Parker will make a list of the relevant hedges for review at the next meeting. (**Action: Cllr Parker**)
378. Hanging baskets – these are in position. The Clerk will be provided with a further schedule of the hanging basket locations by Cllr Jackson (**Action: Cllr Jackson**)
379. DCC has agreed to remove the surplus bus stop signs on Station Road, but no date has been provided for the works to be commenced.
380. DCC has acknowledged that works are to be carried out to the ditch at the bottom of Jawbone Lane which is not functioning properly, causing water to overflow onto Huntington Court, Jawbone Lane and Station Road.
381. The problems with the pavement at Woodhouses have been reported to DCC, it had been acknowledged that work is required but no further information has yet been released.
382. The Clerk has now reviewed a list of what areas are mown and by whom and reported that there is no duplication. Confirmation was given that quotations will be obtained prior to next year's work being undertaken. It was reported that the area around the bench at the Common requires cutting. The Clerk will contact the contractor (**Action: Clerk**)
383. Cllr Jackson informed that he had been asked by a resident if a rail could be erected on the steps up to North Street from Budgens. Confirmation was given that this is private property and the decision was made that the Parish Council will not take any action.

Date of next meeting is to be held on Monday 10th June 2013 at 8.00 pm in the Shone Room, Melbourne Assembly Rooms
Committee 2 Highways and Street Lighting - Cllr W Earp – Chairman

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Recreation and Amenities

Minutes of a meeting of the Recreation and Amenities Committee held at 8.56 pm
Monday 10th June 2013 at the Shone Lounge

Present – Cllr Jackson (Chairman), Carpenter, Carroll, Collyer, Dunnicliff, Earp, Hicklin, Howard, Minifie, Parker, Smith, Stockill, the Clerk.

Apologies: Cllrs Sharp and Wilmore.

Minutes of the previous meeting approved by Council were signed by the Chairman as a true record.

146. Repairs have been carried out to the wetpour surface at Lothian Gardens.
147. The MSP meeting held on 3rd June was reported upon at the full Council meeting on 4th June 2013.
148. The Clerk will contact Fishers and request a copy of their terms and conditions.
149. The Summer Sports activities are organised and Cllr Jackson sought clarification as to how these were to be promoted.
AGREED to have leaflets for distribution at the School and an advert will be placed in the Village Voice. **(Action: Clerk)**
150. Cllr Collyer enquired as to whether there would be a ceremonial cutting of the first sod of earth for the new sporting area. Cllr Jackson informed that this has not been considered and he will take this suggestion to the next MSP meeting. **(Action: Clerk)**
151. There will be an Open Evening at the Assembly Room on 17th July between 5-8pm relating to the proposals for the new sport facilities.
152. Cllr Carpenter reported that the Old Burial Ground was looking overgrown and that he had noticed that 2 new trees had been planted and staked. No one at the meeting was aware of the planting taking place or who may have done the planting. The Clerk was requested to contact the Vicar to enquire if he had any knowledge of the planting **(Action: Clerk)**

Date of next meeting 8.30pm Monday 10th June 2013 at the Shone Room, Melbourne Assembly Rooms

Committee 3 - Recreation and Amenities.
Cllr Jackson– Chairman

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Planning

Minutes of a meeting of the Planning Committee held at 9.06pm Monday 10th June 2013 at the Shone Lounge

Date of next meeting 9.00pm Monday 8th July 2013 at the Shone Room, Melbourne Assembly Rooms

Present – Cllr Carroll (Chairman), Carpenter, Collyer, Dunnicliff, Earp, Hicklin, Howard, Jackson, Minifie, Parker, Smith, Stockill, the Clerk.

Apologies: Cllrs Sharp, Willmore.

Minutes of the previous meeting approved by Council were signed by the Chairman as a true record.

Planning applications considered

9 2013 0416 – The replacement of an existing conservatory with brick and slate infill section with new window and door and internal alterations at 57 Castle Street, Melbourne
NO OBJECTIONS

9 2013 0405 – The conversion of existing garage into a dwelling at rear of Wellington House, Church Street, Melbourne
NO OBJECTIONS – but a condition is sought that there is to be sufficient off road parking for at least 2 vehicles at each of the properties after the conversion has taken place.

9 2013 0366 – The erection of an extension and alterations at 36A South Street, Melbourne
NO OBJECTIONS

The meeting closed at 9.15pm
Committee 5 Planning
Cllr J Carroll