

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 13th May 2013 at the Shone Lounge

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

Apologies: Cllrs Collyer, Minifie and Smith.

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

143. Election of Chair – Cllr Jackson proposed and Cllr Howard seconded Cllr Hicklin for the position of Chair. No other nominations were received. Cllr Hicklin was unanimously elected.
144. Election of Vice Chair – Cllr Sharp proposed and Cllr Carpenter seconded, Cllr Dunnicliff for the position of Vice Chair. No other nominations were received. Cllr Dunnicliff was unanimously elected.
145. Cemetery Wall – The work on the wall is of a temporary nature; to ensure that the wall is sound, additional work is required to prevent the penetration of damp. This will be expensive and it was agreed that the matter will be left for the present.
146. Cllr Carpenter has started on and will continue documenting the procedures at the Burial Ground. **(Action: Cllr Carpenter, Cllr Hicklin and Sexton).**
147. Previous discussions have been held relating to a request for a lady to mark her sister's grave and a different resident has raised the matter again on behalf of the lady. The burial records will be inspected to check if a plot is registered. **(Action: Cllr Carpenter).**
148. The Chairs of the various Committees had met to discuss the Terms of Reference for the Committees and a further meeting needs to take place in June. **(Action: Cllrs Carroll, Hicklin, Earp, Jackson & Clerk)**
149. Two quotes were received to remove the mature Cedar tree but no additional information had been provided. The quotations were considered and it was agreed to award the contract to Melbourne Tree Services Ltd. The Cllrs agreed that whilst the contract was awarded, no work should commence until the Cllrs have met with Melbourne Tree Services Ltd to discuss possible ideas about the use of the timber.
150. A resident has complained that sap from an overhanging tree is affecting her husband's gravestone and made the request that the tree is removed. **AGREED** not to remove the tree.

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151. The Clerk had previously circulated a report on the lone working of the Sexton and that a training session can be held for the Sexton and the lengthsman. Following discussions as to the possibility of the lengthsman assisting with the digging process, it was agreed that both the Sexton and the lengthsman will attend the course. The Clerk will make the arrangements **(Action: Clerk)**. The Clerk was requested to make enquires about the cost of hiring a mini digger.

Date of next meeting 7.30pm Monday 10th June 2013 at the Cemetry, 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 8.02pm Monday 13th May 2013 at the Shone Lounge

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

Apologies: Cllrs Collyer, Minifie and Smith.

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

351. Election of Chair – Cllr Earp proposed and Cllr Parker seconded Cllr Earp for the position of Chair. No other nominations were received. Cllr Earp was unanimously elected.
352. Election of Vice Chair – Cllr Sharp proposed and Cllr Howard seconded, Cllr Smith for the position of Vice Chair. No other nominations were received. Cllr Smith was unanimously elected.
353. DCC has concurred with the view of the Parish Council following last month's meeting at Derby Road. It was agreed to wait for the resurfacing of the road before any further action is taken. A request was made to receive a copy of the letter to the owner of Burdett House about the possibility of installing bollards at the site.
(Action: Clerk).
- 354 CCTV – The signed street works licence has been received back from DCC and Tim Salt has been advised. The application form for the erection of the signs, is being completed by Tim Salt, in the interim, Philip Heath (SDDC) has given consent to erect the signs within the conservation area.
355. Cllr Earp and the Clerk met a representative of Harlite, a lighting contractor. Several alternative suggestions were made and when the quotations have been received, these will be brought to the Committee for consideration.
356. Councillors reported back on their areas of responsibility.
There are some areas on Spinneyhill where shrubs are overhanging the pavement. Cllr Dunnicliff agreed to deliver notification cards to the relevant properties.
The pavement on Kings Newton Lane is overgrown. Some work has been done, but more is required. The Clerk will contact DCC
The Woodlands estate has a number of potholes, these have been repaired.
The stop sign at the top of Chapel Street has been hit and is twisted and there are raised manholes outside the Welcome Café, Flaxen hairdressers and on Blanchcroft. DCC reported that these have all been repaired
There are deep potholes on Swarkestone Bridge, which will be reported to DCC along with a pothole near to Newton Corner. The condition of Breach Lane will also be reported.
The speed humps on Packhorse Road are beginning to deteriorate.
There is an overhanging tree near to Budgens carpark. The Clerk will contact the British Legion to request that it is cut back

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(Action: Clerk to report all highway matters)

357. Hanging baskets – the weather is still not suitable for the hanging baskets to be erected.
358. 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.
359. 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.
360. 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.
361. The Clerk has now received a list of what areas are mown and by whom and will undertake the comparison of the list. Clerk apologies not completed this task and will with the assistance of Cllr Earp complete the task.
362. Toilets – The Wallgate unit is installed and paid for at last week's meeting. Tim Cole has been instructed to carry out the tiling.
363. DCC informed that some slabs on Market Place which were previously reported as a potential slip hazard are in order.
364. DCC reported that the loose dropped kerbstones on the entrance to the carpark on Chapel Street are in order and no action will be taken.
365. One way system – the Clerk has emailed the Parish Council's decision after the last committee meeting to Cllr Harrison. No feedback has been received yet.
366. Photographic evidence produced of HGVs using Swarkestone Bridge has been reported to Trading Standards.
367. A letter was sent relating to the application for an Operators Licence on Chantry Lane. A reply has been received informing that the Parish Council does not have any statutory right to comment; only those with affected land are permitted to make comments.

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 Highways & Street Lighting Committee held at 8.38 pm
Monday 13th April 2013 at the Shone Lounge

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

Apologies: Cllrs Collyer, Minifie and Smith.

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

138. Election of Chair – Cllr Earp proposed and Cllr Sharp seconded Cllr Jackson for The position of Chair. No other nominations were received. Cllr Jackson was unanimously elected.
139. Election of Vice Chair – Cllr Earp proposed and Cllr Jackson seconded, Cllr Minifie for the position of Vice Chair. No other nominations were received. Cllr Minifie was unanimously elected.
140. The quote for the replacement of the Wetpour was agreed at the last Parish Council meeting. The Clerk will place the order for the repair. It was proposed and agreed to leave the turfing of the other areas until the autumn. This followed consideration of the risks of not installing the turf and an agreement to monitor the the affected area and bring the matter back to the Council should the need arise.
141. The next MSP meeting will be held on 3rd June. Cllr Jackson asked for the Clerk to make a request for the MSP Articles of Association prior to that meeting.
142. Cllr Jackson advised the meeting of the removal of a section of hedging at the top of Hilly Field. The removal of the hedge was necessary in order for the works at the Recreation Ground to continue, but as the deadline had passed and no work should have been done on hedges and trees, an ornithologist was consulted and who gave permission for the removal of the hedge.
143. The Clerk has received the break down of the Fisher legal fee note. A copy will be provided to Cllr Jackson who will liaise with Mr N Hill in an attempt to clarify the fees.
144. The lease was presented to the Committee for signing. It was unanimously agreed that the lease is signed by the Cllr Carroll and Cllr Earp.
145. Cllr Jackson reported that he had contacted Heaths to put down bait to remove the mice which are at the Pavillion.

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 8.55pm Monday 8th April 2013 at the Shone Lounge

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

Apologies: Cllrs Collyer, Minifie and Smith.

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

Plans considered

9 2013 0177 – Replacement windows and doors at 1 Penn Lane
NO OBJECTIONS

9 2013 0315 – The felling of a silver birch tree at 49 Jubilee Close
NO OBJECTIONS

9 2013 0313 – Amended scheme for the demolition of existing dwelling and garage and the erection of 3 detached dwellings and garages at 78 Ashby Road
NO OBJECTIONS

Donnington Race Track update (information previously circulated)

It was the consensus that there was a wealth of information included in this application which was in part confusing and technical, but following consideration of the recommendations laid out by Matthew Holford in his letter of 19th April 2013, it was agreed not to object to the application but to agree to all the recommendations made by Matthew Holford. Following a vote, all agreed to the recommendations except Cllr Stockill who voted against the recommendations.

Date of next meeting 9.00pm Monday 13th May 2013 at the Shone Room, Melbourne Assembly Rooms

The meeting closed at 9.26pm
Committee 5 Planning
Cllr J Carroll