

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 11th March 2013 at the Shone Lounge

Present – Cllr Carroll (Chairman), Carpenter, Crawford, Dunnicliff, Earp (from 7.35pm) Hicklin, Minifie (from 7.39pm), Parker, Smith, Stockill, the Clerk.

Apologies: Cllrs Collyer, Howard, Jackson, Sharp, Wilmore.

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

130. Cemetery Wall – The Clerk, Sexton and Cllr Hicklin met with the builder and surveyor and agreed upon the rendering work.
131. The dedication stone for Dr Freeman was delivered on 5th March 2013
132. Cllrs Carpenter & Hicklin will work with the Sexton to document the procedures at the Burial Ground. **(Action: Cllr Carpenter, Cllr Hicklin and Sexton)**
133. Previously discussions have taken place at Burial Committee meetings regarding a lady who wants to mark her sister's grave; there is now a vase in situ placed by the lady where she considers the location to be. This is not causing any difficulties and the matter will be left for the immediate present.
134. The replacement mower has been delivered and paid for.
135. Terms of Reference for this Committee and the other Committees have been drafted. It was agreed that the Chairs of the various Committees should meet and consider the Terms of References. **(Action: Cllrs Carroll, Hicklin, Earp, Jackson)**
136. The fees for the cemetery are due to be reviewed and increased with effect from 1st April. The Clerk and Cllr Hicklin will liaise about the increase and circulate the proposal for approval. **(Action: Clerk and Cllr Hicklin)**

Date of next meeting 7.30pm Monday 8th April 2013 at the Shone Room, 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 7.43pm
Monday 11th March 2013 at the Shone Lounge

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

Apologies: Cllrs Collyer, Howard, Jackson, Sharp, Wilmore.

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

Matters to report

- 311 DCC – DCC has agreed to a site meeting to discuss the concerns/issues relating to the request for chevrons to be installed at the bend on Derby Road. The site meeting will take place at 2pm on 8th April. All Councillors are invited to attend. Cllr Earp will contact the owner of Burdett House to inform of the meeting.
- 312 CCTV – 2 cameras have been installed and an order has been placed for a BT line to be installed at the Assembly Rooms. No quote has yet been received re the moving of the electric socket, The Clerk will continue to press for a quote. Cllr Carpenter has a lock to secure the cupboard and will install this very shortly. The police have enquired if a CCTV camera can be installed at the surgery. Cllr Carpenter has received the same request from the surgery and he agreed to liaise with the Assembly Rooms and the surgery to see if an additional CCTV camera could be jointly funded and installed. Cllr Earp will raise the request at the meeting with the CCTV contractor and also the possibility of repositioning one of the CCTV cameras to cover the surgery. **(Action: Cllrs Carpenter and Earp)**.
The Clerk was requested to make enquires as to when the street licence will be ready. **(Action: Clerk)**
- 313 Bin schedule – The litterbins have been installed and paid for at the meeting held 05.03.13
- 314 Despite several calls, nothing further has been received regarding the quote for the Christmas lights. Cllr Earp will provide the details of an alternative contractor **(Action: Cllr Earp)**
- 315 The areas of responsibility were accepted by the Councillors in attendance. All agreed to take responsibility for an area and to report back on any defects.
- 316 Cllr Crawford reported that he had heard nothing further about the two street lights previously reported as being out on North Street.
- 317 The request to relocate the bus stop between Commerce Street and Hope Street is still with the Highway Supervisor. Various Councillors reported that they had visited the proposed alternative site and on reflection the pavement is no wider than the existing one. A discussion took place about where the pupils wait for the school bus and it was agreed not to pursue the matter any further.

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318. Hanging baskets – quotes have been received and were considered. RESOLVED unanimously to accept the quotation from Splash of Colour.
319. Two quotes were submitted for the removal of the tree stump at the Wash pit and these were considered. RESOLVED to accept the quote from Melbourne Tree Services Ltd. **(Action: Clerk)**
320. The repairs to the bus shelter on Market Place have been completed. Philip Heath advised that the bus shelter is a Grade II listed monument but he accepted that the works were required and that they were carried out on a like for like basis. An electrician has also repaired the lights in the shelter and these are now programmed to come on during the evening.
321. No update was available regarding the works carried out by ST opposite The Laurels. The matter will be left until the next Committee meeting when it is anticipated that an update will be provided by Cllr Sharp. **(Action: Cllr Sharp)**
322. 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.
323. DC 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.
324. 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.
325. Land at corner of Castle Street opposite Cenotaph – the Clerk has received a request for this small section of land to be mown more often. Two quotes for the mowing of this piece of land were considered. RESOLVED to accept the quote from Bloomtime.
- The Clerk was requested to obtain a list of what areas are mown and by whom. This will be compared to the list of areas mown by SDDC to avoid duplication. The Clerk was instructed to obtain quotes for the mowing schedule for 2014/2015 in readiness for a discussion in the autumn. **(Action: Clerk).**
326. Toilets - Revised quotes were received for the Wallgate and Thrii units for the Gents and the plumbers quote for the installation were considered. DALC advised that a Public Loan Board application is unlikely to succeed as the minimum that can be applied for is greater than what would be required. RESOLVED to instruct the plumber to purchase and install a Wallgate unit.
327. Bench on Melbourne Common – Cllr Crawford reported that it is not fit for sitting on. Tim Cole will be asked to carry out the repairs. **(Action: Clerk)**

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328. Cllr Hicklin reported on a conversation she had had with a District Cllr regarding dog fouling and she had been informed that it was important for the matter to be raised at the Area Meetings. All in attendance agreed that the the problem is not isolated to a particular area but is now a problem over the entire village. DCC has agreed to stencil signs on the pavement but only on Parish Council owned land; this offer was not accepted as no suitable areas available.
RESOLVED for Councillors and members of the public to continue to be vigilant and to report instances of dog fouling. The Dog Wardens are also to be invited to the Parish to act as a deterrent. **(Action: Clerk).**
329. The Civic Society has made a request for funding of a pamphlet; the request was originally considered at the March Parish Council meeting when further details had been requested. The Clerk reported on the details provided by the Civic Society. RESOLVED not to make any contribution to the production of the pamphlet at this current time.
330. Cllr Crawford enquired as to who has a key for the gate between the Assembly Rooms carpark and the jitty. Cllr Minifie stated that the gate had been locked on a request made by the police to prevent vandals coming through. The lock is also damaged. RESOLVED to take no action; the gate is not the responsibility of the Parish Council and whilst it is locked, it acts as a deterrent for anti social behaviour.
331. Cllr Dunnicliff reported that some slabs on the Market Place have been reported to her as being a potential slip hazard. The Clerk will report this to DCC. **(Action: Clerk)**
332. Cllr Dunnicliff reported that there were loose dropped kerbstones on the entrance to the carpark on Chapel Street. The matter will be reported to DCC. **(Action: Clerk)**

Date of next meeting is to be held on Monday 8th April 2013 at 8.00 pm in the Shone Room, Melbourne Assembly Rooms

Committee 2 Highways and Street Lighting
Cllr W Earp – Chairman

Melbourne Parish Council

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Recreation and Amenities

Minutes of a meeting of the Highways & Street Lighting Committee held at 855 pm
Monday 11th March 2013 at the Shone Lounge

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

Apologies: Cllrs Collyer, Howard, Jackson, Sharp, Wilmore.

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

127 Cllr Minifie reported that two quotes had been received for the Wetpour in the Jubilee playground. The quotations were significantly different and Cllr Jackson has conveyed his preference to Cllr Minifie. However, ROSPA has advised that grass could be laid under the see saw area and Cllr Minifie proposed that the consideration of the wetpour quotes are left until further investigation has been given to the idea of grass being laid under the see saw. Cllr Minifie suggested that the fence and gate repairs may not be necessary. Instead it was proposed that initially the gate is removed and not replaced. The whole park is secure and if there are no adverse reactions, the fence will be removed. The savings on these repairs will allow additional funding for the wetpour. RESOLVED to ask Tim Cole to remove the gate and for Cllrs Minifie and Jackson to undertake further research into the grass and associated matting. **(Action: Cllr Jackson & Cllr Minifie).**

9.03pm Cllr Carpenter left the meeting

128 The Clerk reported that all the outstanding invoices have been paid.

129 Work at the Old Burial Ground – this has now been carried out.

130 An update on the Melbourne Sporting Partnership is to be left until Cllr Jackson is in attendance. Cllr Jackson will be asked to clarify the scheme and the final layout.

131 The Clerk had received an additional quote for a periodic electrical installation test at the Pavilion together with the first impressions of work that is required. RESOLVED to undertake the periodic test and the repairs already identified. **(Action: Clerk)**

132 Summer holiday provisions – These are now booked

133 The Clerk was requested to liaise with Cllr Jackson to discuss if there should be an increase in fees

Date of next meeting 8.30pm Monday 8th April 2013 at the Shone Room, Melbourne
Assembly Rooms
Committee 3 - Recreation and Amenities.

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Cllr Minifie – Vice-Chairman

Planning

Minutes of a meeting of the Planning Committee held at 9.15pm Monday 11th March 2013 at the Shone Lounge

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

Apologies: Cllrs Carpenter, Collyer, Howard, Jackson, Sharp, Wilmore.

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Plans considered

9 2013 0125 – The felling of a Christmas tree and row of conifers at 1 Turnbarrel, Melbourne, Derby
NO OBJECTIONS

9 2013 0140 – The conversion and extension to garage into domestic use and inclusion of balcony at land at the rear of 11-15 High Street, Melbourne
NO OBJECTIONS

9 2013 0144 – The erection of a building for use as an office and store at 32 Trent Lane, Kings Newton
OBJECTION – concerns were expressed about an increase in the volume of commercial traffic on Trent Lane; which is already congested. This problem of the congestion on Trent Lane is already a recognised problem.

9 2013 0136 – The erection of an extension and alterations at 15 Station Road, Melbourne
NO OBJECTIONS

9 2013 0149 – The erection of extensions at 23 Woodlands Way, Melbourne
NO OBJECTIONS

9 2013 0167 – The erection of an extension and associated alterations and the erection of a garage at Barns Farm, Wards Lane, Stanton by Bridge
NO OBJECTIONS

9 2013 0168 – Application for prior approval for the installation of 1 x open reach broadband cabinet within the public highway (under Openreach PCP No. 007/JL) near 2 Station Road, Melbourne
NO OBJECTIONS

9 2013 0141 – The conversion and extension to garage into domestic use and inclusion of balcony at land at rear of 11-15 High street, Melbourne
NO OBJECTIONS

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

The meeting closed at 9.29pm
Committee 5 Planning
Cllr J Carroll

H R – PRIVATE & CONFIDENTIAL

Minutes of a meeting of the HR Committee held at 9.30pm Monday 11th March 2013 at the Shone Lounge

Melbourne Parish Council



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

Apologies: Cllrs Carpenter, Collyer, Howard, Jackson, Sharp, Wilmore.

Cllr Carroll proposed that as only Cllrs Carroll and Earp were in attendance from the HR Committee, that all the Councillors in attendance this evening be co-opted onto the HR Committee. – AGREED.

Cllr Carroll proposed that the staff should be granted a 2% pay increase, to be effective from 1st April 2013. The increase has been included in the budget for 2013/2014. RESOLVED unanimously to award the proposed pay rise with effect from 1st April 2013.

The meeting closed at 9.32pm
Committee 6 HR
Cllr J Carroll