

# 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 12<sup>th</sup> November 2012 at the Shone Lounge

Present – Cllr Hicklin (Chairman) Carroll, Carpenter, Collyer, Crawford, Earp (from 7.35pm), Howard (from 7.45) Jackson, Minifie, Parker, Sharp, Smith, Stockill and the Clerk.

Apologies: Cllr Dunncliffe

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

- 104 Grounds - Nothing further has been received from Andy Walker. The Clerk will pursue and if no response is received, an alternative contractor will be sought. **(Action: Clerk)**

The soil heap was removed during the week commencing 6<sup>th</sup> November.

The prices provided by Melbourne Tree Services of £480 and £85 to carry out the necessary tree works were accepted. The Clerk will instruct Melbourne Tree Services to complete the work. **(Action: Clerk)**

- 105 Health & Safety - It was agreed to keep the toilets open for the public and to provide some hand sanitisers. **(Action: Clerk)**
- 106 Cemetery Records – Cllr Carpenter reported that he has not yet been able to review the records, but will do soon. **(Action: Cllr Carpenter)**
- 107 Burial plots – Cllr Hicklin, the Sexton and the Clerk inspected the site and recommended to the meeting that the Cllr Hicklin contacts the couple to explain the situation and to offer plots in the row in front, as all are reasonably confident that the plots are vacant. **(Action: Cllr Hicklin)**

7.35 pm Cllr Earp arrived

- 108 The wording for the for a slab in memory of Dr Freeman was agreed **(Action: Cllr Carroll)**

7.45pm Cllr Howard arrived

- 109 Chapel door – only one quote was received; that being from T Cole. It was agreed to accept the quote, provided the work was carried out using hard wood and that both doors are painted to match. **(Action: Clerk)**

CONFIDENTIAL ITEM – Please see end of Minutes

Committee 1 Burial Grounds -Cllr S Hicklin Chairman

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## Highways and Street Lighting

Minutes of a meeting of the Highways and Street Lighting Committee held at 8.10pm  
Monday 12<sup>th</sup> November 2012 at the Shone Lounge

Present – Cllr Earp (Chairman), Carroll, Carpenter, Collyer, Crawford, Dunnicliff, Hicklin, Howard, Minifie, Parker, Sharp, Smith, Stockwell, Willmore and the Clerk.

Apologies: Cllr Dunnicliffe

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

Matters to report

252 DCC

Slippery Signs – these may have been erected in the wrong place and need relocating.

**(Action: Clerk)**

Deer Warning signs – DCC advised that it would not be erecting any signs.

RESOLVED not to pursue the matter any further

Speed humps on Packhorse Road – the one at the junction of Queensway is to be repaired, the others are to be left.

Damaged Lamppost on Station Road – this has been reported, but no action as yet been taken by DCC.

253 CCTV – Permission has been received from the Newsagent whilst the owner of the Post Office has requested details of the cabling and positioning of the camera. Cllr Earp has emailed Tim Salt for a progression report and is awaiting a reply. Cllr Carpenter has also emailed Tim Salt about additional cameras for the Assembly Rooms and the location of the housing, which will be discussed at the meeting with the Assembly Rooms Board. **(Action: Cllrs Earp & Carpenter)**

254 Civic Society – new bin Castle Square the Clerk is awaiting the final costs.

255 Bin schedule – Cllr Minifie reported that there are some bins missing from the list provided by SDDC. SDDC is to be asked to reinstate the missing bins. The dog bin at the lay by/car park at Poppy Wood, Breach Lane has not been installed.

**(Action: Clerk)**

256 Melbourne Town Signage - Cllr Carpenter has spoken with Philip Heath whose preference, if any sign is to be installed, would be a simple wooden fingerpost. Philip Heath considered that signage from the car park would be useful whilst Councillors thought that the Market Place would be a better location. A discussion occurred as to whether a map would be preferable to signs. Promote Melbourne will be consulted as to whether a map or signs are required and the location and who will be funding the project. **(Action: Hicklin)**

8.34pm Cllr Willmore arrived.

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- 257 Cllr Crawford asked if the Parish Council would rescind the decision to buy a wallgate unit. Councillors accepted that Committee Minute 246 rescinds the minute that previously agreed the purchase of the wallgate unit. Cllr Collyer requested and received the background as to why the toilets were originally closed. The Environmental Health Dept is to be asked if it is mandated that hot running water is required at the public toilets. **(Action: Clerk)** In the interim it was agreed to cover the costs of the consumables used by the Assembly Rooms whilst the toilets are closed. Once a decision has been received from SDDC, then a decision will be made as to whether to reopen the toilets.
- 258 The broken stone wall was reported to DCC, who in turn advised that landowners adjacent to the wall have been contacted with a request to check the structure and recommended that SDDC is contacted. **(Action: Clerk)**
- 259 The flags have been removed and cleaned by the Sexton. The flagpoles require painting **(Action Clerk & Sexton)**
- 260 The shrub at Budgens still requires cutting back. **(Action: Clerk)**
- 261 Dog Fouling – this continues to be a problem. Cllr Earp has asked the police whether the CCTV can be used to bring a prosecution but the police have refused the request.
- 262 Cenotaph – Cllr Carroll expressed her concerns about certain elements of the Remembrance Day arrangements. The Committee was reminded that it was a Parish Council event which is organised by the Royal British Legion. The British Legion has accepted that there were some elements which need reviewing. RESOLVED to meet with David Worrall to discuss the arrangements. **(Action: Cllr Carroll)** Complaints had been received that the Cenotaph had not been washed; it was agreed that it would be cleaned next year.
- 263 The Christmas Trees have been ordered and after a discussion it was agreed to provide trees to those businesses/areas which agreed to decorate the trees with lights. The lights need to be checked prior to erection. **(Action: Clerk)**
- 264 Market Place Clock – the clock needs checking as there is a possibility that the faces are displaying different times **(Action: Cllr Earp)**
- 265 Cllr Carroll requested that Councillors are responsible for different areas of the Town and report any problems to the meeting. Councillors will be allocated areas by Cllrs Earp and Carroll. **(Action: Cllrs Earp & Carroll)**
- 266 Cllr Carroll requested that the Chairs of the Committees meet in the New Year to consider the Terms of Reference of the Committees.
- 267 There are a significant number of articles in the Village Voice about the one way System. RESOLVED: The Parish Council will not make any response.

# *Melbourne Parish Council*

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Date of next meeting 8pm Monday 10<sup>th</sup> December 2012 at the Melbourne 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 9.30pm  
Monday 12<sup>th</sup> November 2012 at Shone Lounge

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

Apologies Cllr Dunnicliffe

Minutes of the previous meeting approved by Council were signed by the Chairman as a true record subject to the deletion of “...In addition some funding will be available from the FA for the construction of a full sized pitch.” (Minute 94)

- 95 Cllr Minifie had received a quote of £7658.50 from Playdale for the provision and Laying of a new play surface = £7658.50 which includes a quote of £4194 for fencing and a new gate.  
RESOLVED: the amount was too expensive and would not be pursued. It was suggested that local contractors could provide a quote for the fence and gate. Additional quotes are to be sought for the play surface  
**(Action: Cllr Minifie & Clerk)**
- 96 Scott Parson has contacted the Clerk and he will forward on payment
- 97 The Bonfire event went very well. There is still some clearing up to be done; this will be carried out before the end of the week. A lot of good reports were received about the events. Cllr Jackson voiced concerns about the effect of the event on the pitches, should this become an annual event.
- 98 Melbourne Tree Services quoted £380 + VAT for work to a Beech tree at the Old Burial Ground. RESOLVED: to accept the quote.  
Cllr Collyer reminded that when previous work was carried out at the Old Burial Ground, complaints were received from the Church. It was agreed that the Clerk will advise the Church of the work prior to its commencement. **(Action: Clerk)**
- 99 Sporting Partnership - Crane and Walton are to make two minor amendments to the licence. Cllr Jackson suggested that whilst the licence is being amended, permission is included from the Estate to allow the Parish Council to apply for Queen Elizabeth Sports Challenge (QE2SC). Cllr Jackson agreed to circulate the information of QE2SC to all Parish Councillors for consideration.  
**(Action: Cllr Jackson)**
- 100 Full size pitch – to achieve this would require modifications to the plans, which may result in the making of an additional planning application to vary the existing application and to extend the bank. If additional material is to be imported onto the Recreational Ground a new application is required. It was proposed that a letter of support is sent to the Sporting Partnership highlighting the importance of proper size pitches, which will secure the future and provide a better play area for the children.  
RESULT 13 For 1 Abstain

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Cllr Jackson requested that reconsideration is given to the reasons for abstaining as full support of the Council would give more weight to the letter. Following a discussion about the reasons for the abstention, the vote was Retaken.

RESULT 13 For 1 Against

Cllr Crawford explained that in his opinion, the play area was in the wrong location and that there was no need for three tennis courts. A discussion took place about the location and size of the play area; Cllr Jackson also confirmed that the lease will not be signed until the contents have been seen and commented upon. The vote was retaken

RESULT unanimously in favour of sending a letter of support. **(Action: Clerk & Cllr Jackson)**

- 101 Overhanging branches – these have been reported at the Recreation Ground and at the allotments. RESOLVED to accept the quote of £280 from Melbourne Tree Services to carry out the work at the Recreational Ground and to obtain a Quote for the works at the Allotments. **(Action: Clerk)**
- 102 The Pavilion door has been vandalised. RESOLVED to carry out the repairs.

The meeting gave its thanks to Cllr Jackson for his hard work on the Sporting Partnership

Date of next meeting 8.30pm Monday 10th December 2012 at the Melbourne Room  
Melbourne Assembly Rooms

Committee 3 - Recreation and Amenities.  
Cllr A Jackson – Chairman

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## Planning

Minutes of a Planning Meeting held at 10.21pm Monday 12<sup>th</sup> November 2012 at the Shone Lounge

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

Apologies Cllr Dunicliffe

### Plans considered

9 2012 0900 - the erection of a double garage with domestic office and storage at 32 Trent Lane, Kings Newton  
NO OBJECTIONS

9 2012 0917 - the erection of an extensions and alterations at The Orchards, Bog Lane Melbourne  
NO OBJECTIONS

9 2012 0923 - the demolition of the existing dwelling and garage and the erection of three detached dwellings and garages at 78 Ashby Road, Melbourne  
NO OBJECTIONS

9 2012 0937 - alterations and extensions to the existing roof to facilitate a loft conversion at 228 Station Road , Melbourne  
NO OBJECTIONS

9 2012 0910 - the erection of an extension and garaging at 34 The Woodlands, Melbourne  
NO OBJECTIONS

9 2012 0938 - the pruning of trees at The Dower House, Church Square, Melbourne  
NO OBJECTIONS

9 2012 0932 - the pruning of trees at The Dower House, Church Square, Melbourne  
NO OBJECTIONS

The builders of the Davison development are installing a play area at the site and all Councillors are invited to attend its opening on 1<sup>st</sup> December.

The Chair had received notification from the Planning Inspector of the East Midlands Strategic Rail Freight Interchange. The Councillors considered that if good access is provided off the M1/A50 then the proposal is to be welcomed, but not if it generates additional traffic over Swarkestone Bridge.

The meeting closed at 10.35pm  
Committee 5 Planning  
Cllr J Carroll