

Melbourne Parish Council

Mrs J Storer, Clerk to the Parish Council, 2 Mansfields Croft, Etwall, Derbyshire DE65



Minutes of the Meeting of the Melbourne Parish Council held at 7:30pm Tuesday 6th November 2012 at the Shone Lounge Room, Melbourne Assembly Rooms, High Street ,Melbourne

296. Councillors Present: Cllr J Carroll (Chair), Cllr Carpenter, Collyer (from 7.40pm), Crawford, Dunnicliff, Earp (from 7.35pm), Hicklin, Howard, Jackson, Minifie (from 7.36pm), Parker, Sharp, Smith, Stockill

In Attendance: Mrs J Storer (Clerk). Cllrs Hewlitt and Harrison (from 8.05pm to 9.05pm), 1 resident, 1 member of the press, PCSO E Guest, Miss J Gilbody (East Midlands Airport)

297. Apologies: Cllr Harrison sent his apologies as he would be attending late dueto his attendance at a prior meeting.

298. Declaration of Interests: no declaration of interests was received.

299. Public speaking:

PCSO Guest provided the meeting with an update relating to the spate of attempted burglaries within the Parish and that the resultant increase in patrols has had a positive effect. Further information was given about the local police working in partnership with Nottingham police after intelligence relating to burglaries had been received.

The Speedwatch Group has been established and trained and will start work shortly.

7.35pm Cllr Earp arrived

There was no significant anti social behaviour reported during Halloween or Bonfire. Cllr Crawford enquired if there had been any distraction burglaries within the Parish. PCSO Guest informed that there had been no reports of these types of burglaries.

7.36pm Cllr Minifie arrived.

Cllr Hicklin cited her recent experience where cars had parked on the pavement and verges at the Recreation Ground; blocking the pavement for pedestrians who had been force to walk in the road. PCSO Guest informed that these incidents can be reported to the police at the time that they occur, but she would also take note of this issue and report back to the station.

Cllr Smith asked if there were any incidents at the Wakes.

It was reported that there were no arrests and that it had been a good weekend for all who attended the event.

7.40pm Cllr Collyer arrived

PCSO Guest left the meeting.

The Chair welcomed Jessica Gilbody (EMA) to the meeting.

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Ms Gilbody informed that the Annual Investment Report and the Community Flyer leaflet are now available.

The Airport has now got a new mascot – Travelling Tim. The mascot is available to attend community events. A new sculpture has been erected at the Airport.

Finally EMA attended the recent Fete and Carnival and commented how enjoyable the event had been; such that representatives from EMA are looking to attend the same event in 2013.

7.45pm Ms Gilbody left the meeting

No member of the public had any comments

300. District and County Councillors

Cllr Hewlett informed the meeting that the Local Development Plan: Preferred Growth Strategy is available and the drop in session at the Assembly Rooms will take place on 16th November between 3pm and 7.30pm.

An appeal has been lodged following the refusal of the planning permission for eight flats at Derby Road. Any comments and observations are to be sent to the Planning Inspectorate at Bristol. The grounds for appeal were considered to relate to the parking provision which was different to that granted on a previous application for offices at the same site. Cllr Jackson advised the meeting of the original decision for the site.

Cllr Stockill stated that the application for the Liberal Club has a traffic survey report which may offer assistance to the appeal process and maybe worth reading again.

Cllr Hewlett reported that the unemployment statistics for South Derbyshire for September have remained static.

Cllr Minife enquired as to whether any progress had been made on the doorstep card and plastic recycling scheme. Cllr Hewlett replied that the current recycling contract ends in spring 2013 and that SDDC has already gone out to tender for the new contract. This tender is expected to include the provision of door step recycling of plastics and card.

301. To confirm the Minutes of the meeting held 2nd October 2012.

The Minutes of the meeting held 2nd October 2012 as previously circulated, were approved as a correct record and signed by the Chair

302. To approve the Minutes of the Committees held 8th October 2012

Burial Committee – approved

Recreation Committee – approved subject to the clarification of Minute 94 as below

.....It is hoped that funding from the FA will be sufficient to fund the whole project and not just the full sized pitch.

Highways Committee – approved

Planning Committee – approved

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

There were no items deemed necessary to take with the public excluded.

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304. Chair's Announcements

The Chair congratulated Cllr Minifie and the Carnival Committee on staging a wonderful event for Bonfire Night.

The Chair also reported that she had received a letter regarding overhanging trees which will be taken by the Recreation Committee.

305. To receive the Clerk's Report

The Clerk's report as previously circulated was accepted.

a) South Derbyshire Local Plan

The Clerk advised that the Local Plan is out for consultation with a deadline for comments being 21st December. A hard copy of the consultation document was provided to the meeting.

b) Consideration of Christmas Trees quote

Cllr Earp declared a prejudicial interest as she is connected to a company which provided a quotation. Cllr Earp left the meeting.

8.05pm Cllr Harrison arrived.

The Chair suspended Standing Orders to allow Cllr Harrison to address the meeting. Cllr Harrison reported that the loose drain on Castle Street has been investigated by DCC and additional work is required which has been scheduled.

The badly worn surface on Penn Lane has been generating complaints; the condition of the surface is due to work carried out by various utility companies. Cllr Harrison is seeking a contribution from the utility companies towards the repair costs.

Cllr Harrison reported that he is still pursuing the matter of the tree on Jubilee Close.

The delays on Swarkestone Bridge are currently a problem. Cllr Harrison informed that as the Bridge is a Grade I listed monument, the required repairs must be to a high standard. DCC are attempting to keep the delays to a minimum.

Cllr Crawford enquired whether the driver's insurance would cover the cost of the repairs to the bridge.

Cllr Harrison confirmed that a claim will be made against the driver's insurance.

Cllr Jackson reported that the temporary traffic lights need to be amended as there is unequal flow of traffic. He added that motorists have found alternative routes which in turn must be generating problems on those alternative routes; emphasising the need to resolve the alternative route/bridge problem.

The Chair returned to Standing Orders

The various quotations for the Christmas trees which had been previously circulated were discussed.

RESOLVED: to accept the quotation provided by Bradgate Nurseries.

Cllr Earp returned to the meeting

c) Mobile Phones contract

The information relating to the proposed mobile phone contract had been previously circulated.

RESOLVED: to accept the proposed mobile phone contract as circulated. The Clerk will make the necessary arrangements with the contract.

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d) Clerk's laptop & printer

The Clerk commented that at the previous Parish Council meeting, it was agreed that a new laptop and printer should be purchased for the Clerk, however a budget had not been set; the Clerk requested confirmation as to how much funding was available and how the purchase was to be funded.

Cllr Earp informed of a local computer company which may be able to assist with providing the necessary IT equipment and then the Parish Council can be invoiced, relieving the Clerk of funding the purchase and then seeking reimbursement.

RESOLVED to seek a price for the IT equipment, with a budget in the region of £550 - £600.

306. Reports from representatives on outside organisations

Senior Citizens Centre – Cllr Sharp reported that funding is being sought for a new floor. The Christmas Party is to take place on 9th December at the Senior Citizens Centre.

Infant School Governors – Cllr Smith had nothing to report.

Safer Neighbourhood – Cllr Smith reported that he and Cllr Sharp attended the last meeting when concerns had been raised about recent break ins. The information given at the Safer Neighbourhood meeting mirrored that provided by PCSO Guest earlier in the meeting.

Education for Melbourne – Cllr Minifie reported that she will be attending the LDP session.

Festival – Cllr Carroll reported that the review meeting will not take place until 8th November.

Sporting Partnership - Cllr Jackson urged the meeting to consider the plans for the Recreation Ground and stated that it is necessary that the current and future requirements of the Parish are considered and consequently time should be taken to get the project correct.

Kings Newton Storage Depot – Cllr Collyer had no report.

Athenaeum – Cllr Dunncliffe reported that no further progress had been made relating to funding.

Promote Melbourne – Cllr Hicklin reported that the Chair of the organisation had resigned but the organisation was very hopeful that sufficient arrangements had already been made, that the late night shopping event could still continue.

Assembly Rooms - Cllr Howard reported that a lot of work had been undertaken in producing matched funding for the proposed projects. A detailed analysis has been made on a day by day and room by room basis to enable a correct assessment as to what the usage of the building should be.

There has also been a change in the membership basis; membership fees have been refunded and now membership is free of charge. Details of members are held

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electronically and members are informed of events and activities at the Assembly Rooms.

Cllr Carpenter made a request on behalf of the Assembly Rooms for any spare Christmas decorations to be donated to the Assembly Rooms.

Cllr Carroll added that she had been contacted by Mr P Dobby who was seeking support (not financial) for an application to install acoustic panelling in the back room. She had provided a written statement of support, and reiterated that no funding had been promised or offered.

EMA Liaison Committee – Cllr Collyer reported that he had been unable to attend the last meeting.

Donington Park Liaison Committee – Cllr Parker reported that there had been no meeting or communication.

307. Correspondence

1. SDDC – Request for street sign for Elm Farm Court
2. SDDC – Preferred Growth Strategy for S. Derbyshire
3. Mrs J Grimley & Mr P Heath – exchange of emails relating to future storage needs of the various Parish organisations
4. Mr M Harnden – Speedwatch – volunteers gathered and now seeking the Parish Council's support for the scheme (email 16/10/12,) The Parish Council unanimously endorsed the Speedwatch initiative. The Clerk will advise Mr A Seal of the Parish Council's endorsement.
5. Chris Smith (SDDC) – enquiry as to why St John's Ambulance is not in attendance at the Wakes The Parish Council considered this enquiry to be a valid one and agreed that the matter of providing some sort of medical cover, be it St John's Ambulance or an alternative, is worthy of further investigation. The matter will be raised nearer the next Wakes Festival.
6. DCC – Request for information relating to the Wakes to be included on the Parish Council's website
7. DCC – Letter reporting on the various highway matters from September 2012
8. Mrs Kemplay – enquiries regarding the matters raised at the September meeting, regarding kerbing and height of pavements. Request has been made for Cllr Harrison to contact the lady to provide update.
9. SDDC – Road Closure Request – Melbourne Remembrance Day Parade
10. Request for the cutting back of some branches at the Cricket Ground
11. Melbourne Tree Services – Quotation for work at the Cemetery
12. DCC – Request for signage
13. SDDC – Advance notice of letter re road closure for Christmas shopping
14. A Hayfield – recompense for use of Assembly Rooms whilst public toilets are closed

308. Finance

- a) RESOLVED the accounts for payment as per attached sheet was approved and payments were authorised.
- b) Budget appraisal/risk assessment

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The Clerk explained that the first draft budget for 2013/2014 will be provided for the December Parish Council meeting.

309. Consideration of Planning Applications

(a) 9 2012 0857 - retrospective application for change of use from b1 and b8 to b2 at unit 7 Dovesite Business Park, The common, Melbourne

NO OBJECTIONS

(b) 9 2012 0867 - the felling of three willow trees at Melbourne Health Care Centre, Penn Lane, Melbourne

NO OBJECTIONS

(c) 9 2012 0866 - the felling of a eucalyptus and sycamore tree at land to rear of 1-3 Derby Road, Melbourne

NO OBJECTIONS

(d) 9 2012 0840 - application to raise section of existing wall at Turnbarrel House, Turnbarrel, Melbourne

NO OBJECTIONS

(e) 9 2012 0874 - the erection of an extension (amended scheme to 9/2012/0671) at 118 Pack Horse Road, Melbourne

NO OBJECTIONS

(f) 9 2012 0875 - the installation of ground floor window in existing gable at 4 Castle Street, Melbourne

NO OBJECTIONS

310. Melbourne Assembly Rooms

a) CCTV – Cllr Earp explained that the Assembly Rooms Board appeared not to have been advised about the CCTV change and housing arrangements; adding that some of the tone of the emails were in her view, hard, but subsequently it appeared there had been a misunderstanding. As a result of this, she felt that the funding provided by the Parish Council to the Assembly Rooms needs to be agreed.

Cllr Howard commented that the initial email was excessive and that he has made it clear to the Board of the Assembly Rooms that funding from the Parish Council is not a given. He assured that the Board now has a clear understanding that the Parish Council does not have an endless source of funds. He also suggested that he saw no need at present to formulate a policy as to what the Parish Council will fund as the Assembly Room Board is still exploring all funding options.

Cllr Carpenter concurred that a softer approach by the Parish Council and the Board of the Assembly Room is required. He added that on behalf of the Assembly Rooms he had made enquires about the installation of additional CCTV cameras and that he is awaiting the quotation. The installation of the cameras at the Assembly Rooms will require re-cabling and the possible relocation of the CCTV housing, maybe to the Board Room.

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Cllr Carpenter proposed that when all the quotations have been received a meeting with all the various parties is held to finalise the details, including location of equipment and the funding of capital and ongoing costs.

RESOLVED to hold a meeting between the Parish Council and the Board of the Assembly Room to consider all matters relating to the CCTV. The representatives for the Parish Council are Cllrs Carroll, Earp, Jackson and Carpenter.

- b) Storage – The Clerk informed the meeting that there had been email traffic relating to the shortage of storage at the Assembly Rooms and a proposed solution had been suggested, that being to lease the old HSBC as a storage facility. Later emails had reported that the cost of leasing the old HSBC building made the proposal unrealistic.

Cllr Carpenter reported that storage at the Assembly Rooms is a problem and the old police room had been considered for an alternative use with the Board Room being cited as a possible new storage area, which in turn would create an immediate problem for the location of the CCTV.

Cllr Harrison suggested that various pieces of information could be filed with the County Archivist at Matlock.

RESOLVED: the Clerk will contact the Archivist to enquire what pieces of information will be taken

9.05pm Cllr Harrison left the meeting

- c) Public toilets - Information relating to the wash facilities at the public toilets and the request from the Assembly Rooms for a contribution towards their costs whilst the Assembly Room toilets are being used; were all considered.

It was agreed that the current signage explaining that the toilets were closed and directing members of the public to alternatives, was poorly displayed. The Clerk will arrange for the notice to be more prominently displayed.

Cllr Crawford enquired as to the hours that the toilets at the Assembly Rooms are open for. It was agreed that the Assembly Room facilities were available for a longer period of time than the public facilities, which were closed at dusk.

Cllr Smith referred to the section in the Clerk's Report of a review by the Environmental Health Dept about the feasibility of using hand sanitiser, and expressed his concern that there was no time line for a decision. He added that there was a need for the Parish Council and the Assembly Rooms' management to work together and reminded the meeting that public money is still being provided to the Assembly Rooms.

Cllr Minifie stated that the cleaning time will be the same for the Assembly Rooms, regardless of the number of users and Cllr Collyer agreed that the only variable cost for the assembly Rooms would be the consumables, such as paper towels and soap.

Cllr Carroll asked the meeting whether the grant funding currently being received from SDDC for the toilets, should be returned to SDDC.

Cllr Earp expressed some concern regarding any return of money as this may result in the Parish Council having, at a later date, to raise the necessary funds via the precept.

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Cllr Jackson commented that this may be the time to review the public toilets as a whole and it was proposed that :-

Negotiations are opened with the Assembly Rooms with a view towards closing the public toilets and moving them to the Melbourne Assembly Rooms.

RESOLVED: For –13 Against – 0 Abstain – 1.

Cllr Howard requested and it was agreed, that the Clerk investigates the security of the SDDC grant, and as to whether it can be passed to a third party, prior to any discussions taking place with the Board of Melbourne Assembly Rooms.

It was further suggested that negotiations are opened with the Assembly Room Board about providing assistance with the cost of cleaning the Assembly Rooms toilets.

RESOLVED unanimously to enter into negotiations with the Assembly Rooms Board about providing interim funding.

311. Confidential Items

No items were considered to be taken as a confidential item

312. For information only

Cllr Earp reported a overgrown hedge at the top of Penn Lane. The property is on the market to be let and the Clerk was requested to contact the Letting Agents with a request that the hedge is cut back to allow pedestrian access.

313. Date of the next Parish Council meeting

The next full Parish Council meeting will be held on Tuesday 4th December at 7.30pm in the Assembly Rooms, Melbourne.

There being no other business, the Chair closed the meeting at 9.32pm