

# Melbourne Parish Council

F N Hill - Parish Clerk, 4 Beaumont Close, Barrow on Trent, Derbyshire, DE73 1HQ



## To Chairman and Members of Melbourne Parish Council

Cllr Carpenter Carroll Collyer Crawford Dunnicliff Earp Hicklin Howard Jackson Minifie Parker Sharp Smith and Willmore

Dear Councillor

Please attend the Meeting of Melbourne Parish Council to be held at 7.30pm Tuesday July 3<sup>rd</sup> 2012 at the Melbourne Room, Melbourne Assembly Rooms High Street, Melbourne

Yours faithfully

Norman Hill Clerk to Parish Council

## AGENDA

### Part 1 Non- exempt information

- 1 To receive apologies for absence
- 2 Declaration of Members interests
- 3 Public Question Time 15 minutes maximum
- 4 District and County Councillor reports maximum 15 minutes
- 5 To confirm the Non-Exempt Minutes of the Meeting held on 6<sup>th</sup> June 2012
- 6 To determine which items if any from Part 1 of the agenda should be taken with Public excluded.  
If the Council decides to exclude the Public it will be necessary to pass a resolution in the following terms: that under Sec 100A(4) of the Local Government Act 1972, the Public be excluded from the meeting during consideration of the business set out in the likely disclosure of exempt information as defined in the report(s) or otherwise indicated at the meeting
- 7 Reports of the Committees- June 2012  
Burial  
Highways and Street Lighting  
Recreation and Amenities
- 8 Financial Matters – note receipts of £ and approve payments of £ for June 2012
- 9 Chairman's Remarks

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## 10. Reports from representatives on outside organisations

Senior Citizens Centre	Cllr Sharp
Infants School Governors	Cllr Smith
Safer Neighbourhood	Cllr Smith
Lothian Gardens	Cllr Minifie
Festival	Cllr Carroll
Sporting Partnership	Cllr Jackson
Kings Newton Storage Depot	Cllr Collyer
Promote Melbourne	Cllr Hicklin
Assembly Rooms	Cllrs Howard and Carpenter
EMA Liaison Committee	Cllr Collyer
Donington Park Liaison Committee	Cllr Parker
Atheneum Youth Club	Cllr Dunicliffe

## 11 Clerk's Report and Correspondence

## 12 Members items for information report and consideration

## 13 Plans for consideration

## 14 Planning decisions

### **Minutes of the Meeting of the Melbourne Parish Council held at 7:30pm Wednesday 6<sup>th</sup> June 2012 at the Lounge Melbourne Assembly Rooms High Street Melbourne**

No.	Minute	Action
214	Present: Cllr Ms J Carroll (Chairman) Cllr Carpenter Crawford Earp Hicklin Jackson Minifie Parker Smith the Clerk Cllr Harrison DCC & SDDC Cllr Hewlett SDDC Members of the Public - P Grimley, J Grimley, R Dunn, J Dunn, D Adams, D Bellis, A Coley, P Sturges, B Thomas, A Taylor, C Whilton, W Warren, J Wilder, C Toon, J Elliot, D Salt, K Garratt, S Fletcher, A Hammond, J Brookbanks, V Spear, S Spear, R Harrison, F Fagan and J Willder. Press T Mills and G Pollard	
215	Apologies –Cllr Collyer Dunicliff Howard Sharp & Willmore & Mrs E Hardy	
216	Declarations of Members interests – none	
217	Public Question Time  Mr Steve Spear spoke at length concerning planning application 390 conversion and extension of existing building to form 8 residential units at 55 Derby Road and asked that the Parish Council objects to	

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	<p>the plan on the grounds that the highways report used to support parking of vehicles is out of date and proposed the four parking spaces are totally inadequate and to be at least twelve – also an access to Dunicliffe Lane mean it may be used as a car park by residents of the proposed properties</p> <p>Dr Grimley expressed concern that SDDC stated the consultants report on the works at the Recreation Grounds at Cockshut Lane promised for after Easter was still not forthcoming and no site work The Clerk and Cllr Harrison each stated report is due in ten days time and site works will be resumed when conditions allow</p>	
218	<p>Melbourne Footpaths Group Paul Sturges presented and aspirations of the group and plans for the successful and vibrant club in the future working with the Parish Council and other organisations to ensure footpaths remain open and in good order for the enjoyment of the public There would be an information board and the Group aims to be part of Walkers Are Welcome network to formalise matters and encourage people to use the footpaths and public transport</p>	
219	<p>District and County Councillor reports Cllr Harrison Congratulations on the flags and bunting and the Jubilee celebrations in Castle Square on the Saturday and the restored Reform Act monument unveiled by Lord Ralph 55 Derby Road will be discussed at a SDDC planning meeting at Swadlincote when members of the Public can speak for three minutes – there is currently no Local Plan for South Derbyshire but there is extant permission on the site – if the proposed gate into Dunicliff Lane is allowed for access to the site this may cause severe parking problems in the Lane. The consultants report on the soil at the Recreation Ground is expected in 10 days. Road signage at Packhorse Road and Chapel Street has been cleaned by DCC but the sign outside The Lamb needs to be renewed Cllr Harrison will organise a meeting with DCC to consider a one-way system in the near future The Melbourne Sporting Partnership is now a Company Limited by Guarantee Signs for Download have been sited so as to keep traffic off Swarkestone Bridge Cllr Harrison reported that proposed Boundary changes are in hand and will alter the make up of the present Aston and Melbourne Divisions. Cllr Harrison will not be standing for County at the next election</p> <p>Cllr Hewlett Well done to those involved with the organisation of the Jubilee celebrations</p>	

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	<p>It is likely the Civic Society will provide a new litter bin at Castle Square near the monument</p> <p>SD Festival of Leisure will in the Maurice Lea Park at Newhall June 23/24</p> <p>Melbourne Health walk takes place 1pm every Wednesday from outside the Assembly Rooms</p> <p>Cllr Hewlett will ask SDDC to reinstate the bollard pulled out of the ground at Coronation Close pulled out of the ground</p>	
	<p>Confirm the Non- Exempt Minutes of the Meeting held on 6<sup>th</sup> June 2012</p>	
221	<p>To determine which items if any from Part 1 of the agenda should be taken with the Public excluded - none</p>	
222	<p>Reports of the Committees for May 2012</p> <p>Burial approved</p> <p>Highways approved</p> <p>Recreation and Amenities approved</p>	
223	<p>Financial Matters</p> <p>Note Receipts of £8622.40 and approve payments of £40225.63 for May 2012</p>	
224	<p>Chairs remarks</p> <p>Great thanks to Kate Dumelow for organising the Jubilee entertainment at Castle Square</p> <p>The Chair had attended a Tea Party at Senior Citizens Centre –tea and cakes provided by the Inner Wheel and entertainment by the Operatic Society and had attended the Community Care Group Tea Party at Kings Newton</p>	
225	<p>Reports from representatives on outside organisations</p> <p>Infants School Governors Cllr Smith –new classroom on schedule</p> <p>Lothian Gardens Cllr Minifie – shelter vandalised</p> <p>Sporting Partnership Cllr Jackson – no report from SDDC on the infill- A group has been set up to see the project through</p> <p>Promote Melbourne Cllr Hicklin – there is no signage for the car parks from Derby Road.</p> <p>Assembly Rooms Cllr Carpenter – there are 13 candidates for the 9 places on the Board. The Chair reported the meeting is to be held on Thursday 21<sup>st</sup> June. To take part in voting for the board one must be a member.</p>	
226	<p>Clerks Report</p> <p>There are no matters to report on the Internal Audit and the Annual Return has been submitted to the Audit Commission</p>	
227	<p>Members items for information report and consideration</p> <p>Cllr Hicklin – the speed bump at Packhorse Road at the junction with</p>	

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	<p>Queensway is still has insufficient clearance for vehicles – Cllr Harrison promised to take this up with DCC          Cllr Parker – problems with overgrowth at Robinsons Hill – write to landowner copy to DCC          Cllr Smith –verges at Cockshut Lane /Derby Road need strimming further back          Cllr Carroll –matters for Highways          traffic at top of Penn Lane          bench at top of South Street is too low          Make decision on co option at June 12 meeting</p>	
228	<p>Plans considered no objection          355 relaying existing driveway in concrete block paving 74 Main Street KN          372 extension Staunton Harold Sailing Club          402 loft conversion with single dormer at 73 Castle Street          417 change of use and alterations at 8 High Street          419 variation of planning 1016 2011 erection of a dwelling in garden of 41 Station Road          420 replacement of existing timber doors and windows incorporating slim double glazed units at The Coach House Church Square          434 demolition of flat roofed garage and erection of double garage with studio above at 49 Church Street          442 works to a walnut tree at Melbourne Hall          444 felling of a crack willow at 44 Main Street</p> <p>Very strongly object          390 conversion and extension of existing building to form 8 residential units at 55 Derby Road          the Highways plan used to support only four parking places is hopelessly out of date and shows the parking situation in a far better light than it is currently – four parking spaces are insufficient there need to be at least 12          Access to Dunncliffe Lane must not be allowed because it is likely to become a car park for the residents of the proposed properties.          The vehicle exit on to Derby Road is dangerous as it is blind from the right and vehicles need to be in the road before the driver can see towards the town centre</p>	
229	<p>Planning decisions granted          208 and 209 demolish semi bungalow and garage block and build new dwelling and garage block at 20 Market Place          226 extension 65 Jubilee Close          240 extension The Quarry Calke Road          243 fell silver birch 48 Potter Street          245 crown raising of hedgerow trees at Melbourne Hall          257 lamp Castle Square          279 roof alterations 36 Chapel Street          294 2 dwellings 60 Ashby Road          300 porch Hemsley Barn Farm</p>	

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	Plans refused 238 lawful development certificate for extension of roof space to form a bedroom and en suite at 5 Windsor Avenue 267 pruning of robinia and silver birch 11 The Mews	
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## Committee Minutes

### Burial Grounds

Minutes of a meeting of the Burial Grounds Committee held at 8:00pm Monday 11<sup>th</sup> June 2012 at the Melbourne Room

Present Cllr Hicklin (Chairman) Carroll Collyer Crawford Dunnicliff Earp Hicklin Jackson Minifie Parker Smith Sharp & the Clerk  
Apologies Cllr Carpenter Howard and Willmore

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

#### Matters to report

No.	Minute	Action
75	Walls at front entrance to be rendered when weather improves	A Walker
76	Health & Safety – nothing to report	Sexton/ Council
77	Cemetery records –contact Paul Cooper find why Ancestry UK refused file of cemetery records - establish cost of correcting errors	Chairman
79	Soil heap – to be spread when dry	
80	Report on trees received - obtain quotation from Melbourne Tree Services for costs of work required to be undertaken	Clerk
81	Put notice in Board that suggestions from the Public to improve the Cemetery may be put in the letter box at the Chapel	Clerk
82	Sexton absence – cover arranged with undertaker and contractor	Clerk

Date of next meeting 7.15pm Monday 9<sup>th</sup> July 2012 at the Cemetery Chapel

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 8.00pm  
Monday 11<sup>th</sup> June 2012 at the Melbourne Room

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

Apologies Cllr Collyer and Minifie

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

### Matters to report

No.	Minute	Action
195	DCC matters awaiting replies Faded sign outside The Lamb will be replaced Damaged kerbs at Potter Street near The Bay Tree restaurant not repaired Raised manhole on verge at corner of Penn Lane /Ashby Rd reported repaired Reported overgrowth at Derby Rd from hedge to Riverdale Farm Mr Savinder Johal reported to DCC Reported hedge from 1 George Street growing over the pavement at Victoria Street Ask DCC to check if the steeply sloping pavement outside number 86 Station Road caused by installing a dropped kerb is lawful Slippery road signs to be placed at the bend outside the former Sir Francis Burdett Request DCC provide signs at Derby Road and top of Church Street to the car parks Request DCC provide No Parking / Turning Area sign and double yellow lines at the bottom of Dunnicliff Lane	DCC
196	CCTV - obtaining permissions from owners of properties affected	Cllr Earp
197	Castle Square Lamp 59968 works near completion – return bin to site to protect monument – accept Civic Society offer of a new bin	Clerk Cllr Carroll
198	Dog fouling sub – PC reply in Village Voice to report in previous month DCC will not allow dog fouling notices to be stencilled on paths or pavements – request Cllr Harrison takes up the matter with officers Request SDCC site a dog bin at the lay bye/ car park Poppy Wood Breach Lane - agreed	Cllr Carpenter
199	Send letter to Footpath Group endorsing Walkers are Welcome	Clerk
200	DCC to put signs warning motorists of deer crossing Ashby Road at Sir Henrys Lane	Clerk

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201	Waiting installation of new litter bin at Derby Rd twitchell to Chapel Street	SDDC
202	Sewer smells Main Street KN - nothing at present	Severn /Trent
203	Request from Promote Melbourne for better signage in the town – involve the Civic Society	
204	Dangers of crossing High Street near the Penn Lane junction noted	
205	Write to owners of trees and bushes overhanging pavements and roadway at Robinsons Hill	Clerk
206	Place order with Melbourne Tree Services to remove bunting, replace flags with hanging baskets leaving flags in brackets not used for baskets	Clerk
207	Market Place toilets Waiting report from D Bonner on the Wallgate units Repair door outer door and paint doors at gents toilets	D Bonner Tim Cole
208	One way scheme for Melbourne –waiting DCC to arrange meeting	Cllr Harrison

Date of next meeting 8.00pm Monday 9<sup>th</sup> July 2012 at the Melbourne Room  
Committee 2 Highways and Street Lighting  
Cllr Mrs W Earp – Chairman

## Recreation and Amenities

Minutes of a meeting of the Recreation and Amenities Committee held at 8.30pm  
Tuesday 11<sup>th</sup> June 2012 at the Lothian Gardens and Melbourne Room.

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

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

### Matters to report

No.	Minute	Action
70	Lothian Gardens –remove spring from gate and repair fence to kiddies area – report damaged shelter to manufacturers enclose photographs Waiting ROSPA report –note some ground cover matting is loose Remove graffiti from equipment	Tim Cole



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71	Charges for use of grounds – £10 per day and review in the Autumn	
72	Levelling of grounds – waiting engineers report	SDDC
73	Request by Promote Melbourne to hold November 5 <sup>th</sup> Bonfire Night on grounds agreed in principle providing site is cleared of nails and other hazardous objects - to be resolved	
74	Health and Safety - tree survey report received – obtain quotation for work required from Melbourne Tree Services	Melbourne Tree Services

Date of next meeting 8.30pm Monday 9<sup>th</sup> July 2012 at the Melbourne Room  
Committee 3 - Recreation and Amenities.  
Cllr A Jackson – Chairman

## Planning

Minutes of Planning Meeting held at 9.00pm Monday 11<sup>th</sup> June 2012 at the Melbourne Room

Present Cllr Carroll (Chairman) Cllr Carpenter Crawford Dunnicliff Earp Hicklin Howard Jackson Parker Sharp Smith Willmore and the Clerk  
Apologies Cllr Collyer and Minifie

Plan considered no objection

431	Retention of the replacement ground and first floor windows and the canopy over the front door and ground floor window at 17 Chapel Street
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Committee 5 – Planning  
Cllr J Carroll Chairman