

# Melbourne Parish Council

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



Completenov2011

24<sup>th</sup> Oct 2011

## To Chairman and Members of Melbourne Parish Council

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

Dear Councillor

Please attend the Meeting of Melbourne Parish Council to be held at **7:30pm on  
Tuesday November 1<sup>st</sup> 2011** at the Council Room, Bill Shone Leisure Centre,  
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 maximum 15 minutes
- 4 District and County Councillor reports maximum 15 minutes
- 5 To confirm the Non-Exempt Minutes of the Meeting held on 4<sup>th</sup> Oct 2011
- 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 - Oct 2011  
Burial  
Highways and Street Lighting  
Recreation and Amenities  
Leisure Centre
- 8 Financial Matters – note receipts of £and approve £payments for October 2011
- 9 Chairman's Remarks

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- 10 Reports from representatives on outside organisations
 

Senior Citizens Centre	Cllr Freeman
Infants School Governors	Cllr Smith
Safer Neighbourhood	Cllr Smith
Lothian Gardens	Cllr Minifie
Festival	Cllr Carroll
Sporting Partnership	Cllr Jackson
NWLDC Donington Park Liaison	Cllr Carroll
- 11 Clerk's Report
- 12 CCTV update
- 13 Members items for information report and consideration
- 14 Plans for consideration
- 15 Planning decisions
- 16 To confirm the Confidential Minutes of the Extraordinary Meeting held Monday 19<sup>th</sup> September 2011
- 17 **Note**  
The Sporting Partnership will make a presentation to the Council at 7:00 November 7<sup>th</sup> before the committee meetings

## Minutes of the Meeting of the Melbourne Parish Council held at 7:30pm Tuesday 4<sup>th</sup> October 2011 at the Bill Shone Leisure Centre High Street Melbourne

No.	Minute	Action
69	<p>Present: Cllr N Collyer (Chairman) Cllr Carpenter Carroll Crawford Dunicliff Earp Freeman Hicklin Howard Jackson Minifie Parker Sharp Smith Clerk Cllr Hewlett ten members of the Public and two members of the Press</p> <p>The Chairman presented Mr Alan Bexon on behalf of the Council with a piece of suitably inscribed cut glass on his retirement as lengthsman after many years of exemplary service</p> <p>Apologies – Cllr Harrison DCC &amp; SDDC and PC Newman</p>	
70	Declaration of Members Interests – Cllr Dunicliff plan 0754 erection of a nursery building at Scallywags Nursery Castle Lane	
71	<p>Public question time</p> <p>Mrs Hardy – concerned about a lack of police presence on Friday and Saturday nights and noted a shop window had been broken</p>	

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	<ul style="list-style-type: none"> <li>- asks if there will be a Youth Club at the Leisure Centre in the future – Mark Dale said it is proposed to again have a Youth Club at the Atheneum once requirements are established and would welcome a Council presence on the committee</li> <li>- concern that electric wheelchairs are driven on the roads rather than pavements have been seen travelling the wrong way on a one way street</li> <li>- would Cllr Harrison say when the proposed resurfacing at Derby Road and Castle Street will take place – noted Cockshut Lane put back while vehicles are delivering soil to the Recreation Ground</li> <li>- request all remaining Festival notices are taken down</li> <li>-</li> </ul> <p>Mr Robey asked that the condition of the pavement at Trent Lane be considered by Highways Committee</p>	
72	<p>Cllr Hewlett DCC matters Entries for Young Achiever Awards need to be in by Oct 14<sup>th</sup> Parliamentary Boundary changes to reduce the number of MP's by 50 nationally by 2015 are in hand Boundary changes within the county are likely to result are likely to result in one more in the south and one less in the north of the county Dr Freeman has the proposed changes to Public Health admin from 2013 Cllr Collyer asked if a decision had been made on the consultation of reducing street lighting at night Cllr Earp noted no report on the accident at KN corner has been received</p> <p>SDDC matters As a test to save time the next four Area Forum and Safer Neighbourhood Meetings will each take place in the same building after the other – there will be a review of areas covered by the Area Forums Work on using empty properties will result in £180 k extra from central government Office space freed up as a result of ten senior posts going is being rented out The use of Northgate Plc has resulted in a cost reduction and an increase in service The car parking spaces in the car park behind The Lamb are being reviewed to provide more parking and enforce legal parking only in the disabled bays It is hoped to use the defunct bus bay outside Birds for disabled parking Cllr Carroll suggested a review of the positioning of the bins in the car park be made to improve access and usage and save space Cllr Hicklin thanks for the painting of the play equipment at Coronation Close</p>	

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	<p>Cllr Freeman asked that the number of redundancies from Environmental Services be made public</p> <p>Cllr Minifie hoped the community payback group will paint the play Equipment at the Lothian Gardens</p>	
73	<p>Confirm the amended Non-Exempt Minutes of the Meeting held on 6<sup>th</sup> September 2011. Cllr Crawford raised matter that Cllrs had voted to accept minutes as true record, even when not present.</p>	
74	<p>To determine which items if any from Part 1 of the agenda should be taken with the Public excluded – none</p>	
75	<p>Report of the Committees for September 2011</p> <p>Burial approved</p> <p>Highways and Street Lighting approved</p> <p>Recreation and Amenities approved – Clerk to clarify with the agents for the Lothian Estate the ownership of the Recreations Ground</p> <p>Leisure Centre approved</p>	
76	<p>Financial Matters</p> <p>Note Receipts of £8651.54 and approve Payments of £9163.68 for September 2011</p>	
77	<p>Chairman's Remarks</p> <p>Will be attending Fete and Carnival presentation evening and the SDDC Civic Service</p> <p>Once again the Festival had shown the best of Melbourne – congratulations to the organising committee.</p> <p>Conduct within the meeting - should be in good spirit – Councillors should air views, seeking to influence others in a vote. If the view is not accepted in a vote Members must accept and abide by the majority decision of the Council without rancour</p>	
78	<p>Reports from representatives on outside organisations</p> <p>Melbourne Festival – Cllr Carroll reported on a good festival and that one is planned for next year</p> <p>NWLDC Donington Park Liaison Cllr Carroll – next meeting Nov 8<sup>th</sup></p>	
79	<p>Clerks Report</p> <p>Request by Hatton Court residents that the overgrown lime trees at the Recreation Ground on their boundary are pruned and the area cleaned up – unanimously agreed that Melbourne Tree Services carry out the work £540</p> <p>Correspondence</p> <p>Derby Police Authority Local Policing Review 2011</p> <p>SDDC tree mendous giveaway</p> <p>DALC planning 19<sup>th</sup> October Hulland Ward – Clerk will attend</p>	

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	<p>Village Games and Comic Relief– Cllr Jackson                  Heritage News for circulation                  Membership of SD Health Panel                  Furniture from Liberal Club in store at Centre – Leisure Committee</p>	
80	<p>Key projects update</p> <p>Diamond Jubilee plans are going well, Village event planned for 2<sup>nd</sup> June Castle Square</p> <p>Monument lamp at Castle Square – need to canvas DCC to get the £900 cost of disconnecting the lamp paid in order the project can commence</p> <p>Dog Fouling – the working Group has met and produced a discussion paper and obtained posters from Keep Britain Tidy and is making Minutes of the Meetings</p> <p>Sporting Partnership – nothing further</p> <p>Future of the Leisure Centre - moving to Due Diligence</p> <p>Additional grit bins – in hand - Cllr Collyer, MPC have taken advantage of DCC scheme, and has appointed Robert Holman as Village Snow Warden</p> <p>Ensure the newly formed trade association understands that the Late Night Shopping as a minimum is dual branded</p>	
81	<p>CCTV – resolved to obtain a proposal from Salt Solutions for Lothian Gardens only. Members to solicit opinions from residents</p>	Clerk
82	<p>Members items for information report and consideration</p> <p>Cllr Carroll – overgrown hedge at Station Road</p> <p>Cllr Crawford – requested minutes of meeting Sept 19<sup>th</sup> – will be provided when finalised</p> <p>Cllr Hicklin – PC Newman asks that Lothian Gardens be closed even later</p> <p>Cllr Hicklin – Late night shopping event is being advertised - request PC insurance details</p> <p>Cllr Jackson – put soccer fixtures on the website</p> <p>Cllr Collyer –Write to SDDC to complain that failure to place roadside notices for planning applications such as recent new dwelling at 159 Station Road is not acceptable. Local residents (other than immediate neighbours) have no opportunity to register any comments before grant of permission.</p>	Clerk
83	<p>Plans for consideration – all no objection</p> <p>736 extension Blakefield House Jawbone Lane</p> <p>741 first floor extension to flat 2 Blanch Croft</p> <p>754 erection of a nursery building at Scallywags Castle Lane</p>	

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764 felling of two birch trees at Warwick House 65 Derby Road 767 change of use of part of cattle shed B8 at Chantry Farm KN 788 extension 23 Packhorse Road	
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## Committee Minutes

### Burial Grounds

Minutes of a meeting of the Burial Grounds Committee held at 7.30pm Monday the 10<sup>th</sup> October 2011 at the Council Chamber

Present Cllr B Freeman (Chairman) Cllr Carpenter Carroll Collyer Crawford Dunicliff Earp Hicklin Howard Jackson Minifie Parker Sharp Smith & The Clerk  
Apologies

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

### Matters to report

No.	Minute	Action
21	Chapel – two leaded lights replaced by Melbourne Glass	
22	Health & Safety – the headstone requiring action will be checked again in October	Chairman
23	The Advisory Committee will meet in 2 weeks time- Vicar and Sexton invited to attend	Chairman
24	Grounds in good order- a damaged spire on the front wall will be repaired – remove dead tree and growth over fence to garden at Oaklands Way, if considered not a project for Sexton then use Melbourne Tree Services	Clerk
25	Take no further action on Green and Natural Burials as costs are so expensive as to make it prohibitive	
26	Paperwork re ownership of graves by the Lakin family completed	Sexton
27	Available land being checked to records by area Need to produce a list of next ten proposed plots.	Sexton
28	Cemetery records- obtaining 3 quotes from specialist web sites Resolved that plaques in Garden of Remembrance continue to be white with black lettering in order to keep uniformity	Chairman

Date of next meeting 7:30 pm Monday 7<sup>th</sup> November 2011 at the Council Chamber  
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Committee 1 Burial Grounds  
Cllr B Freeman Chairman

## Highways and Street Lighting

Minutes of a meeting of the Highways and Street Lighting Committee held at 8.45pm  
Monday 10<sup>th</sup> October 2011 at the Council Room

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

### Matters to report

No.	Minute	Action
72	Spread sheet to track DCC - review and update monthly. Send copy to DCC monthly.	Clerk
73	Arriva message that Swadlincote to Derby service misses out Kings Newton due to difficult access caused by parked cars - Requested be put in writing	Clerk
74	Dog Fouling Group reporting to Council	Clerk
75	Lamp No 59968 on stone monument at Castle Square – Need to resolve the cost of disconnecting the electricity supply. Pass paperwork to Cllr Harrison.	Clerk
76	Health and Safety – no issues	
77	Light in Market Place Clock – reported working	Melbourne Tree Services
78	Phone box at Nettlefold Crescent – obtain price from local contractor for moving to L/Centre and reinstatement of pavement	Clerk
79	Report to DCC overgrowth at bottom of Robinsons Hill as considered less than 5.2 over the carriageway and 2.4 metres over the pavement	Clerk
80	War Memorial – washed down ready for Fishers repaint lettering and replace any missing letters Box hedge planted Straighten post and paint chains before Remembrance Service	T Cole



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81	Christmas Late Night Shopping November 25 <sup>th</sup> in conjunction with Promote Melbourne Main Tree – T H Heath contracts Small trees - waiting prices Lights – main tree, small trees and lights across the road Melbourne Tree Services Traffic signs - Robert Holman Stalls – Promote Melbourne	Clerk
82	PC improved scheme for High Street Car Park – Marked up plan returned to Cllr Hewlett	Cllr Earp
83	Clerk to attend seminar for snow wardens in the absence of the Sexton and a Lengthman	Clerk
84	Request shop at Market Place not to put on the pavement outside a trolley containing goods for sale	Clerk
85	Diary note – the Call Derbyshire line for road matters is 08456 058058	Clerk

Date of next meeting 8:00pm Monday 7<sup>th</sup> November 2011 at the Council Chamber  
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 8.30pm Monday 10<sup>th</sup> October 2011 at the Council Chamber.

Present – Cllr R Minifie (Vice Chairman) Carpenter Carroll Collyer Crawford Dunningcliff Earp Hicklin Howard Parker Sharp Smith and the Clerk.

Apologies Cllr Freeman and Jackson

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

Matters to report

No.	Minute	Action
26	Lothian Gardens ROSPA report received – make schedule of repair items for pricing by Playdale Andy Walker not yet returned seat at shelter to original location Repair fence to Earps land and to tennis court and check metal gate posts reported in dangerous condition – concerned about persons gaining access to the land - repair fence and gate to tennis court Paint Equipment during the Autumn Replace latch and put spring on gate to Tots area. Consider other latch arrangements.	Cllr Minifie  T Cole  T. Cole
27	Old Burial Ground - site meeting with SDDC planners Oct 13 <sup>th</sup> -check condition of wall to Castle Mews	Clerk
28	Sporting Partnership – presentation to PC scheduled for 7:00pm November 7 <sup>th</sup> before the Committees meetings	Clerk
29	Health & Safety – no issues	
30	Cricket Club to over seed outfield between square and pavilion also investigate cheaper electricity supply through a national Cricket initiative	Clerk
31	Put Soccer Club Fixtures on MPC website	Clerk
32	Summer Sports – attendance not good compared with other parishes possibly due to the location – consider more advertising next year	Cllr Jackson

Date of next meeting 8.30pm Monday 7<sup>th</sup> November 2011 at the Council Chamber  
Committee 3 - Recreation and Amenities.

Cllr A Jackson – Chairman

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## Leisure Centre

Minutes of a meeting of the Leisure Centre Committee held at 9:00 pm Monday 10<sup>th</sup> October 2011 at the Council Chamber Present – Cllr Howard (Chairman) Carpenter Carroll Collyer Crawford Dunnicliff Earp Hicklin Minifie Parker Sharp Smith and the Clerk. Apologies Freeman and Jackson

### Matters to report

No.	Minute	Action
21	Managers report – bookings are good for next 3 months	Manager
22	Lease –Cllr Collyer had spoken to Stuart Batchelor at SDDC urging completion	Cllr Collyer
23	New stage to be purchased before Christmas at a cost of £10200 - £8500 already collected–resolved by 10 votes to 2 that any shortfall up to a maximum of £1700 be funded by the Parish Council ( Cllrs Howard Carpenter Carroll Collyer Dunnicliff Earp Minifie Parker Sharp and Smith for and Cllr Crawford and Cllr Hicklin against) invoiced to the Parish Council in order to reclaim the VAT	Clerk
24	Health and safety – SDDC bricks at back of open fronted shed - repair hole in fence at rear of squash court The gas certification will be carried out early November	Manager
25	Improve acoustics in the Council Room – quotation received from Online Acoustics to solve problems using acoustic panels £4299 Resolved to take no further action due to cost	

Date of next meeting – 9.00pm Monday 7<sup>th</sup> November 2011 at The Council Chamber  
Committee 4 - Leisure Centre.  
Cllr C Howard

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## Planning

Minutes of a Planning Meeting held at 9.30m Monday 10<sup>th</sup> October 2011 at the Council Chamber

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

Plans considered no objection

0797	Variation of condition 2 of 9/2010/0672 with replacement drawings for 29 Church Street
0821	Erection of an extension to form Function Room and regularisation of car parking (amended scheme of previously approved planning app 0644) at Melbourne View Hotel Station Road

Committee 5 Planning  
Cllr N Collyer Chairman