

# Melbourne Parish Council

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



Completesept2011

15<sup>th</sup> August 2011

## To Chairman and Members of Melbourne Parish Council

Cllr Carpenter Carroll Collyer Crawford Dunnicliff Earp Freeman Heafield 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 September 6<sup>th</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 15 minutes maximum
- 4 District and County Councillor reports maximum 15 minutes
- 5 To confirm the Non-Exempt Minutes of the Meeting held on 5<sup>th</sup> July 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 - June 2011  
Burial  
Highways and Street Lighting  
Recreation and Amenities  
Leisure Centre
- 8 Financial Matters – note receipts of £and approve £payments for July and August 2011

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- 9 Chairman's Remarks
- 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 Key projects update
- 13 Approve minutes from Extraordinary meeting 8<sup>th</sup> August 2011
- 14 Discussion of CCTV proposal
- 15 Members items for information report and consideration
- 16 Plans for consideration
- 17 Planning decisions

## Minutes of the Meeting of the Melbourne Parish Council held at 7:30pm Tuesday 5<sup>th</sup> July 2011 at the Bill Shone Leisure Centre High Street Melbourne

No.	Minute	Action
37	Present: Cllr N Collyer (Chairman) Cllr Carpenter Carroll Crawford Dunicliff Earp Hicklin Howard Jackson Minifie Parker Sharp Smith the Clerk, Cllr Hewlett SDDC 3 Members of the Public and one member of the Press Apologies – Cllr Freeman Heafield and Cllr Harrison DCC & SDDC	
38	Declaration of Members Interests – Cllr Dunicliff –plan 412 warehouse to veterinary surgery at Castle Street	
39	Public question time Mrs Hardy-the pavement at Derby Road / KN Lane junction should be narrowed by four feet - suggest invite Sgt Todd to September Meeting- overhanging bushes at Jawbone Lane need cutting back-ask for consideration for a speed light for Main St KN	
40	County and District Council matters Cllr Hewlett DCC Castle Street will be re-metalled and Derby Road at junction with	

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	<p>Cockshut Lane will be patched  DCC will be taking responsibility for Public Health  Cllr Harrison has donated £500 to Community Care from Leadership allowance  Waiting police report on recent accident at KN Lane / Derl junction  Cllr Harrison is requesting DCC to provide funding towards the Sporting Partnership  Waiting for reply from DCC Highways over future of problem speed bump at Packhorse Road</p> <p>SDDC  Swings at Coronation Close play area have been thinned out for Health and Safety – SDDC will install a seat at the site  The Local Development Framework is soon to be published  Parking for disabled drivers only in the specially marked disabled spaces at the High Street and Leisure Centre car parks is currently unenforceable but an order will be made to remedy this</p> <p>Cllr Harrison will establish with Highways the future of the speed bump at Packhorse Road causing problems</p>	
41	<p>Cllr Crawford asked for a minor change to the minutes of the Non-Exempt Minutes of the Meeting held on 7<sup>th</sup> June 2011 amendment agreed. Otherwise confirmed and signed as a true record</p>	
42	<p>To determine which items if any from Part 1 of the agenda should be taken with the Public excluded – none</p>	
43	<p>Report of the Committees for June 2011  Burial approved  Highways and Street Lighting approved  Recreation and Amenities approved  Leisure Centre approved</p>	
44	<p>Financial Matters  Note Receipts of £34724.29 and approve Payments of £13197.61 for June 2011</p>	
45	<p>Chairman's Remarks  The company with heavy vehicles using Trent Lane will be ceasing at the storage depot</p>	
46	<p>DCC Street Lighting proposals to have part time Street Lighting at night – copy to each Member for consideration at meeting July 11<sup>th</sup></p>	
47	<p>Reports from representatives to outside organisations  Senior Citizens Centre -no report</p>	

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	<p>Infants School Governors – waiting results of appeals committee meeting on September intake</p> <p>Safer Neighbourhood – meeting held June 8<sup>th</sup> attended by Sgt Todd</p> <p>Lothian Gardens – site meeting with Tim Cole to arrange equipment repairs</p> <p>Festival –plans on stream  </p> <p>Sporting Partnership – no meeting</p> <p>NWLDC Donington Park Liaison –next meeting July 13<sup>th</sup> - Cllr Carroll unable to attend – substitute required</p>	<p>Cllr Smith</p> <p>Cllr Sharp Cllr Minifie</p> <p>Cllr Carroll</p>
48	<p>Clerk's Report / correspondence Clerk and Council Direct</p> <p>DCC – request by residents of Market Place for changes to parking – copy to each Member for decision by PC on Monday 11<sup>th</sup> July - advise DCC that PC reply will be after their July 8 deadline</p> <p>KNRA request for grant towards KN Diamond Jubilee Celebrations – calculate population of KN as a percentage of the Parish</p> <p>SDDC Planning event at Leisure Centre 19<sup>th</sup> July 3pm – 7:30 pm</p> <p>Check gate to Lothian Gardens reported needs attention</p> <p>DCC Probation Community Payback Trust</p> <p>DCC Excellence in the Community Awards</p> <p>SDDC sites for tree planting</p> <p>SDDC – Melbourne Conservation Area increased</p> <p>Melbourne Business Association request PC is responsible for maintenance, installation and storage of the lights and the stalls – agreed – store the stalls in the garage at the Cemetery</p>	
49	<p>Members items for information report and consideration</p> <p>Dunnicliff Lane sign in store at Cemetery</p> <p>Map case at Castle Street needs cleaning</p> <p>Cllr Earp - pavement at Robinsons Hill overgrown</p> <p>Cllr Smith - footpath from Station Road to Huntingdon Court at rear of school overgrown</p> <p>Cllr Parker -hay in Browns Field set alight last Friday night</p> <p>Cllr Hicklin – proud manhole covers outside new development at Derby Road to be monitored</p> <p>Cllr Carpenter – support a farmers market in the future if requested</p>	<p>Clerk</p> <p>Clerk</p>

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50	Notice of appeal by householder over SDDC refusal to allow extension at 73 Castle St	
51	Plans considered no objection 426 Derby Road replacement windows timber canopy replacement rendering ground floor window opening front garden wall and surface the drive 488 septic tank for agricultural caravan Holywell Stables Wards Lane 483 extensions 4 Derby Hills Farm Court 298 alterations to existing doors and guardrails 6 Potter Street 412 warehouse to veterinary surgery Castle Street 520 convert 3 redundant farm buildings at Coppice Farm Ashby Road to dwellings	
52	Planning Decisions-approvals 236 61 Derby Road to open 17:30 to 23:00 Fridays Saturdays and Bank Holidays 253 45 Potter St rebuild chimney stacks and reinstate front wall and railings 291 variation to condition 2 at 29 Church Street 321 extension 91 The Woodlands 346 tree works at Melbourne Hall 357 vehicular access 43 Station Road 376 remove 2 yew trees rear of 37-38 market Place 407 reduction in height of 3 conifers at Senior Citizens Centre	
52	Leisure Centre - review of Group presentation Cllr Howard- more confident the Group can run the Centre successfully – the plans are more credible, financials are more detailed Cllr Carroll- user groups should be allowed to nominate two users to the Board- to allow the Group to take over the running would get more local people involved Cllr Crawford –the Parish Council could carry out what the Group is proposing – improving the Centre would get the Public more involved– two to three hundred people have said they want the Centre to remain in the hands of the Parish Council Cllr Earp – the Group has better access to funding than the Parish Council Cllr Smith – SDDC is encouraging these types of deals to take place  Resolved to hold a Special Meeting of the Parish Council at the Council Chamber 7:30 pm Monday August 8 <sup>th</sup> 2011 to discuss and to make a decision on the future running of the Leisure Centre	

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## Committee Minutes

### Burial Grounds

Minutes of a meeting of the Burial Grounds Committee held at 7.15pm Monday the 11<sup>th</sup> July 2011 at the Cemetery Chapel

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

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

#### Matters to report

No.	Minute	Action
9	Gaps on Chapel roof marked to measure any future movement	Sexton
10	Health & Safety – 11 headstones re checked June 22 <sup>nd</sup> -one requires action	Chairman
11	Melbourne Glass to replace two leaded lights	Clerk
12	Grounds in good order	

Date of next meeting 7.15 pm Monday 12<sup>th</sup> September 2011 at the Cemetery Chapel

Committee 1 Burial Grounds  
Cllr B Freeman 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> July 2011 at the Council Room

Present – Cllr Smith (Chairman) Carpenter Carroll Collyer Crawford Dunicliff Freeman  
Hicklin Jackson Minifie Parker Sharp and the Clerk PCSO Emma Guest and Tim Salt  
Apologies Cllr Earp Heafield & Howard

### Matters to report

No.	Minute	Action
47	Spread sheet to track letters etc between DCC and PC near completion	Clerk
48	Holy Well – waiting decision of Court on future ownership	Clerk
49	Cllr Earp had surveyed and scheduled all 51 dog fouling notices of different types – copy to Jack Toomey at SDDC as Dog Wardens should have brought all signs up to date Waiting reply from Mark Alflat at SDDC to request for procedure to combat dog fouling and enquire if a £100 reward for obtaining a conviction is lawful Cllr Carpenter suggested PC should make the Public more aware of the problem of dog fouling in the town	
50	Lamp No 59968 on stone monument at Castle Square – reported Civic Society have made some progress and will be calling a meeting	
51	Health and Safety – no issues	
52	Market Place Clock not lit- check starter	Melbourne Tree Services
53	Castle Street will be re metalled	Cllr Harrison
54	Phone box at Nettlefold Crescent – obtain price for moving to Leisure Centre from David Stanley Haulage at Coalville 01530-510550	Clerk
55	CCTV - presentation by Salt Network Consulting –investigate financing	Clerk
56	No reply from Arriva to request they meet with Parish Council to review service following complaints about routing of service on way through Kings Newton	Clerk
57	Jubilee Close gardens and grassed area tidy at present – establish responsibility of SDDC or Taylor Wimpey	Clerk

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58	Derby Road breaking up at junction with Cockshut Lane in DCC plans for repair	Cllr Harrison
59	Repairs needed to carriageway at Chapel St reported to DCC	Clerk
60	Loose bricks in pavement at Market Place entrance Baytree reported to DCC	Clerk
61	Obtain printed cards re overhanging hedges and bushes	Clerk
62	Remove suckers at High Street Gardens	Bloomtime
63	Overgrowth at Robinsons Hill to be investigated	Cllr Earp
64	Christmas Shopping event reported to be Late Night November 26 <sup>th</sup> – the defunct MBA is replaced by Promote Melbourne chaired by Ruth Molloy of Cream Interiors Derby Rd - this affects both Christmas lights and trees and Road Closure Order from SDCC 4:30pm to 9:00pm (Paul Spencer) Cllr Hicklin to be PC representative on Promote Melbourne The stalls and lights are to be stored in the garage at the Cemetery	
65	Overhanging trees / bushes - write to residents at The Barns Jawbone Lane and Pippin Heath KN Lane Cut hedge and clear pathway at rear of School	Clerk
66	Remove overgrowth at steps at Selina Street leading to Orchard Close	Clerk
67	Overgrown hedge at path to allotments from Commerce Street -request SDDC Housing Dept marks up a map to clarify their letter of 21 June and request overgrowth is cut at Selina Street to Orchard Close Cllr Carpenter is a member of the Allotments Association	Clerk
68	Request SDDC replace Queensway sign demolished at junction with Derby Road and return Dunnicliff Lane sign currently in store at Cemetery Chapel	Clerk
69	Request DCC replace faded Give Way sign at Packhorse Road Junction with Station Road	Clerk
70	Advise DCC that Council is against some lights being off from midnight until 5.30am on grounds of safety security and peace of mind for the Public	Clerk
71	Advise DCC that Parish Council is against changes to parking restrictions in Melbourne except to turn the former bus lay bye outside Elles in the Market Place into a 20 minute parking area	Clerk

Date of next meeting 8pm Monday 12<sup>th</sup> September 2011 at the Council Chamber  
Committee 2 Highways and Street Lighting  
Cllr D Smith – Vice Chairman



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## Recreation and Amenities

Minutes of a meeting of the Recreation and Amenities Committee held at 8.30pm Monday 11<sup>th</sup> July 2011 at the Council Chamber.

Present – Cllr A Jackson (Chairman) Carpenter Carroll Collyer Crawford Dunicliff Freeman Hicklin Minifie Parker Sharp Smith and the Clerk.

Apologies Cllr Earp Heafield & Howard

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

### Matters to report

No.	Minute	Action
15	Lothian Gardens ROSPA report received –place order with Tim Cole to undertake repairs including new wooden platforms on equipment and make schedule of repair items for pricing by Playdale Glasdon shelter in place – Andy Walker to return 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 fence and gate to tennis court Paint Equipment Fence and gate to toddlers area again broken	Cllr Minifie  Clerk
16	Old Burial Ground - waiting result of planning application	Clerk
17	Sporting Partnership – nothing further	Cllr Jackson
18	Health& Safety – no issues	
19	Cllr Minifie had attended Play Area Inspection Training from Rural Action Derbyshire on 29 <sup>th</sup> June	
20	Summer Sports arrangements made	SDDC and Cllr Jackson

Date of next meeting 8.30pm Monday 12<sup>th</sup> September 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 11<sup>th</sup> July 2011 at the Council Chamber.

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

Apologies Cllr Earp Heafield & Howard

### Matters to report

No.	Minute	Action
11	Managers report- lettings remain good	Report
12	Lease –SDDC urged to sign new lease	Cllr Collyer
13	New stage – SDDC expect to have some Growthpoint money available – stage needs to be purchased before Christmas	Cllr Howard
14	Health and safety – Cllr Carpenter reported bricks at back of open fronted shed need inspecting as they may be in a dangerous state and hole in fence at rear of squash court needs repair	Clerk
15	Hearing loop system for Council Room – obtain alternative quotation from Expression Media Write Marilyn Hallard and Philip Heath at SDDC that the acoustics in the Council Room at the Leisure Centre are so very poor that it contravenes the Disability Discrimination Act and Members cannot hear each other speak and therefore a suspended ceiling should be fitted	Clerk

Date of next meeting – 9.00pm Monday 12<sup>th</sup> September 2011 at The Council Chamber  
Committee 4 - Leisure Centre.

Cllr D Smith