

# Melbourne Parish Council

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



Completejuly2011a

28<sup>th</sup> June 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 July 5<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 7<sup>th</sup> June 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 June 2011
- 9 Chairman's Remarks

# Melbourne Parish Council

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



- 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
  - Lothian Gardens Cllr Minifie
- 11 Clerk's Report
- 12 Members items for information report and consideration
- 13 Plans for consideration
- 14 Planning decisions
- 15 DCC Street Lighting proposals to have part time lighting at night
- 16 Leisure Centre – review of Group presentation

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

No.	Minute	Action
22	Present: Cllr N Collyer (Chairman) Cllr Carpenter Carroll Crawford Earp Heafield Hicklin Jackson Minifie Parker Sharp Smith the Clerk, Cllr Harrison DCC & SDDC Hannah Borkett EMA and one member of the Press	
23	Apologies – Cllr Dunnicliff Freeman Howard and Cllr Hewlett SDDC	
24	Public question time – Hannah Borkett EMA – figures for aircraft movements are now on the website	
25	County and District Council matters Cllr Harrison DCC  Kerbing at Castle Street corner with Blackwell Lane completed  Surface dressing at Robinsons Hill and Main Street will be carried out but Cockshut Lane put off for one year while infill is being transported to the Recreation Ground  Castle St from Castle Lane to Lilypool and Derby Road at Cockshut Lane junction are now both scheduled to be included in this financial	

# Melbourne Parish Council

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



	<p>year due to additional monies being made available by central government</p> <p>A boundary review in time for the 2013 county election will mean one less area in the northwest of the county but one more in the south due to the growth of Hilton</p> <p>Cllr Harrison will establish with Highways future of speed bump at Packhorse Road which has caused problems</p> <p>Agreed to ask DCC Street Lighting to review scheme for lamp at Castle Square by not having external fuse box so reduce cost</p> <p>Cllr Earp asked if a Download Concert sign obstructing vision at Derby Rd / KN Lane could be removed and confirmed the chevron at the junction obscures the traffic from Derby when crossing KN Lane</p> <p>SDDC Assessed by Audit Commission as one of the best managed housing services in the UK S Derbys recycles more than any other district in the county</p> <p>EMA consultative group Passenger numbers are down while freight levels remain the same resulting in reduced numbers of night flights</p> <p>Cllr Harrison will make enquiries Chellaston School concerning future intake from Melbourne</p>	
26	Confirmed and signed the Non – Exempt Minutes of the Meeting held on 7 <sup>th</sup> June 2011	
27	To determine which items if any from Part 1 of the agenda should be taken with the Public excluded – none	
28	<p>Report of the Committees for May 2011</p> <p>Burial approved – date for checking 11 headstones needs to be fixed</p> <p>Highways and Street Lighting approved</p> <p>Recreation and Amenities approved – ensure Pinders Circus fills holes in the pitch before leaving - planning application to fell 4 trees at Old Burial Ground including multi stemmed lime – Cllr Crawford to get Castle Mills residents to support the application and Cllr Harrison also agreed to support the application</p> <p>Leisure Centre approved</p>	Cllr Jackson

# Melbourne Parish Council

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



29	Financial Matters Note Receipts of £5011.85 and Payments of £9672.10 for May 2011	
30	Chairmans Remarks The Clerk had attended the opening of the wind turbines at the EMA on behalf of Cllr Collyer MBA is likely to be rebranded and is looking at a Late Night Shopping event this year Plans for the Jubilee are getting under way – resolved unanimously to make a grant towards costs - £1000 out of this year and £1000 out of next years budget Cllr Sharp had attended the installation of Mike Stanton as Chairman of SDDC There will be a presentation 7:30pm Monday 20 <sup>th</sup> June in the Council Room of the future plans for the Leisure Centre – all Members are asked to attend	
31	Reports from representatives to outside organisations  Senior Citizens Centre -no meeting  Infants School Governors – reply from Cabinet Member for Education concerning the intake in September of 67 children - the new classroom will be available in September 2012 when an additional teacher will be needed  Safer Neighbourhood – meeting June 8 <sup>th</sup> Cllr Sharp to attend  Lothian Gardens – vandalism to equipment had been repaired only to have occurred again – the area was being closed earlier in the evening as a result of this  Festival –plans going well but funding is tight   Sporting Partnership – Revenue Plan near completion and legal advice being taken on constitution  NWLDC Donington Park Liaison –next meeting November	Cllr Freeman  Cllr Smith  Cllr Sharp Cllr Minifie  Cllr Carroll Cllr Jackson  Cllr Carroll
32	Clerks Report / correspondence Clerk and Council Direct	
33	Members items for information report and consideration	Clerk

# Melbourne Parish Council

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



	<p>Dunnicliff Lane sign off posts needs retrieving</p> <p>Map case at Castle Street needs cleaning</p> <p>Pavement at Robinsons Hill obstructed</p> <p>Members invited to opening of the cricket nets June 10<sup>th</sup></p> <p>No Cold Caller signs put up in the Parish - enquire origin at Safer Neighbourhood Meeting</p> <p>Download arrangements by SDDC and NWLDC</p>	<p>Clerk</p> <p>Cllr Earp</p> <p>Cllr Heafield</p> <p>Cllr Sharp</p> <p>Clerk</p>
34	<p>Discussion on projects and initiatives which the Council will prioritise for the coming year</p> <p>Castle Square lamp – a Jubilee project</p> <p>Conclude future strategy for running of the Leisure Centre</p> <p>Support Sporting Partnership ( £5000 of precept ring fenced)</p> <p>Localism – addition powers to use to the advantage of the town</p> <p>Overgrown hedges – have dossier of badly maintained problem areas- cut hedges to make signs to town visible – cutting between 1Aug and 26 Feb</p> <p>Encourage tourism</p> <p>Support Jubilee Celebrations</p> <p>Support MBA and Late Night Shopping</p> <p>CCTV</p> <p>Visit by Male Voice Choir from Melbourne Australia</p> <p>Parish Plan review – what people want</p> <p>Ensure the town remains a nice place and a safe place to live</p> <p>Youth provision - Cllr Heafield to be on the committee of the Youth Club at the Atheneum</p> <p>Traffic flow, a one way system and parking</p> <p>Skateboard park as part of new development at Cockshut Lane</p> <p>A shelter on the Recreation Ground – just a roof on stilts</p> <p>Councillors to consider and decide on working groups at next meeting</p>	
35	<p>Plans considered no objection</p> <p>388 pruning of a sycamore at Russells Yard – recommend approval</p> <p>402 extension 10 Jubilee Close</p> <p>439 extensions 16 Packhorse Road</p>	
36	<p>Planning Decisions</p> <p>1152FH extension and garage Broom Lea Breech Lane</p> <p>0053FH extensions internal alterations alter driveway and gated access from gated private vehicular access at 40 Penn Lane</p> <p>0055FM two detached properties with double garages at 50 Commerce Street</p>	

# Melbourne Parish Council

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



<p>0079B allow restaurant Zeerah to deliver hot food from 61 Derby Road 18:00 to 21:00</p> <p>0096FH rear extension and replacement windows at 1The Mews Potter Street</p> <p>0097B removal of agricultural occupancy Windyridge Breach Lane</p> <p>0108FH chimney at 9 Melton Avenue</p> <p>0109TC felling of trees at 18/20 Market Place</p> <p>0131L replace barn front and alleyway entrance three ground floor windows and two front ground floor windows with screen casement design Front entrance glass replaced with double glazing Chantry House Main St KN</p> <p>0149FM change of use from shop to dwelling 93 Derby Road</p> <p>0166FM conversion of outbuilding to dwelling at 63bMain St KN</p> <p>0179NO two lane all weather net at Recreation Ground</p> <p>0201FH demolish kitchen outhouse/toilet and erect replacement extension at 21 Market Place</p> <p>0102Z certificate of lawfulness The Gateway Highfields Cockshut Lane</p> <p>0219L removal of chimney stacks 8&amp;9 at Melbourne Hall</p> <p>0227TC felling of a conifer at 20 Main Street KN</p> <p>0229FH extension replace flat roof with pitched and erect replacement garage at 224 Station Road</p>	
---	--

# Melbourne Parish Council

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



## Committee Minutes

### Burial Grounds

Minutes of a meeting of the Burial Grounds Committee held at 7.15pm Monday the 13<sup>th</sup> June 2011 at the Cemetery Chapel

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

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

#### Matters to report

No.	Minute	Action
5	Wall repairs – only smoothing at entrance remains – DCC again requested to resurface entrance – ensure is swept regularly	Sexton
6	Health & Safety – 11 headstones to be re checked June 22 <sup>nd</sup>	Chairman
7	Chapel – place orders with Andy Walker to repair the roof and Melbourne Glass to replace two leaded lights Gap between roof and end wall noted – has remained for many years – no action	Clerk
8	Grounds in good order	Report

Date of next meeting 7.15 pm Monday 11<sup>th</sup> July 2011 at the Cemetery Chapel

Committee 1 Burial Grounds  
Cllr B Freeman Chairman

# Melbourne Parish Council

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



## Highways and Street Lighting

Minutes of a meeting of the Highways and Street Lighting Committee held at 8.00pm  
Monday 13<sup>th</sup> June 2011 at the Council Room

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

### Matters to report

No.	Minute	Action
22	Spread sheet to track letters etc between DCC and PC being created	Clerk
23	Holy Well – waiting decision of Court on future ownership	Clerk
24	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	Clerk
25	Lamp No 59968 on stone monument at Castle Square – Philip Heath in contact with DCC over position of box which will reduce cost	Philip Heath
26	Health and Safety – no issues	
27	Market Place Clock not lit- check starter	Melbourne Tree Services
28	Melbourne signs – cut back overgrowth and clean Industrial Estate sign at Packhorse Rd needs cleaning	
29	Phone box at Nettlefold Crescent – storage at Leisure Centre – establish responsibility for reinstatement	Cllr Harrison
30	CCTV plans –presentation in July	Cllr Smith
31	Waiting reply from Arriva to request meet Parish Council to review service following complaints about routing of service on way through Kings Newton	Clerk
32	Jubilee Close gardens and grassed area tidy – establish responsibility	Clerk



# Melbourne Parish Council

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



33	Derby Road breaking up at junction with Cockshut Lane in DCC plans for repair	Cllr Harrison
34	Chapel Street repairs required reported to DCC	Clerk
35	Loose bricks in pavement at Market Place entrance Baytree reported to DCC	Clerk
36	Castle Street road collapsed opposite Jubilee Close – repaired by DCC	Report
37	Church Square – obtain quote from stonemason for lettering on War Memorial requiring attention – obtain competitive quotes for a dwarf box hedge surround	Clerk
38	Not used	
39	Christmas Shopping event may revert to Late Night – need confirmation	Cllr Collyer
40	Request overhanging trees / bushes cut back at Castle House, 4 Loake Court , and 19 Queensway	Clerk
41	Overgrowth at Woodhouses and at Robinsons Hill to be investigated	Cllr Earp
42	Report to SDDC overgrown hedge at path to allotments from Commerce Street -report to SDDC Housing Dept	Clerk
43	Colin Jackson to remove suckers at High Street Garden	Clerk
44	Request DCC replace faded Give Way sign at Packhorse Road Junction with Station Road as it is dangerous	Clerk
45	Report Queensway sign and Give Way sign at junction with Derby Road both demolished	Clerk
46	Obtain supply of 100 printed cards re vegetation overhanging pavements from Melbourne Print	Clerk

Date of next meeting 8pm Monday 11<sup>th</sup> July 2011 at the Council Chamber  
Committee 2 Highways and Street Lighting  
Cllr Mrs W Earp - Chairman

# Melbourne Parish Council

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



## Recreation and Amenities

Minutes of a meeting of the Recreation and Amenities Committee held at 8.30pm  
Monday 13<sup>th</sup> June 2011 at the Council Chamber.

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

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

### Matters to report

No.	Minute	Action
8	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 – return seat placed in shelter to original location and consider acquiring three seater in the future Repair fence to Earps land and to tennis court Paint Equipment	Cllr Minifie  Clerk
9	Old Burial Ground - planning permission applied for to fell trees blocking light to Castle Mills and Castle Mews properties	Clerk
10	Sporting Partnership – plans moving forward	Cllr Jackson
11	Place order with Melbourne Glass to replace glass in broken window in pavilion- crime number 30265/11	Clerk
12	Received £150 rent from Pinders Circus for three day visit	Clerk
13	Health & Safety – no issues	
14	Standing orders were suspended to allow William Moulton to speak to the Council Expressed concern about drainage for the new pitch levelling – Cllr Jackson stated over £200k is budgeted in the Sporting Partnership scheme and plans can be viewed at SDDC offices – find date of next SP meeting Concerned about persons gaining access to the Lothian Gardens via the land owned by the Earp family – the fence will be repaired as will the fence and gate to the tennis court Interested in future of tennis court if courts are built at the Recreation Grounds Cllr Smith stated in his opinion it is the responsibility of the Earp family to secure their land	Cllr Jackson

Date of next meeting 8.30pm Monday 11<sup>th</sup> July 2011 at the Council Chamber  
Committee 3 - Recreation and Amenities. Cllr A Jackson – Chairman

# Melbourne Parish Council

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



## Leisure Centre

Minutes of a meeting of the Leisure Centre Committee held at 9:00 pm Monday 13<sup>th</sup> June 2011 at the Council Chamber.

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

### Matters to report

No.	Minute	Action
6	Managers report- no report by Manager	
7	Lease – urge SDDC forward new lease for signing	Clerk
8	New stage – further fund raisers are planned – meetings will take place to agree what is required – establish if SDDC will have any Growthpoint money left after repairs have been made to the building	Cllr Howard
9	Health and safety – no issues	
10	Hearing loop system for Council Room – obtaining view on the Quadrant quote from expert	Cllr Carroll

Date of next meeting – 9.00pm Monday 11<sup>th</sup> July 2011 at The Council Chamber  
Committee 4 - Leisure Centre.  
Cllr C Howard Chairman

## Planning

Minutes of a Planning Meeting held at 7:55pm Monday 13<sup>th</sup> June 2011 at the Council Chamber

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

Plans considered no objection

0432	Retrospective amended scheme for extensions at 46 Blanch Croft

Committee 5 Planning  
Cllr N Collyer (Chairman)