

Melbourne Parish Council

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

Completejune2011

26th May 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 June 7th 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 5th April 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 - May 2011
Burial
Highways and Street Lighting
Recreation and Amenities
Leisure Centre
- 8 Financial Matters – note receipts of £and approve payments for May 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 Members items for information report and consideration
Cllr Howard – the Parish Council should be be more pro-active
- 13 Plans for consideration
- 14 Planning decisions

Minutes of the Annual Meeting of the Melbourne Parish Council held at 7:30pm Tuesday 17th May 2011 at the Bill Shone Leisure Centre High Street Melbourne

No.	Minute	Action
1	Present: Cllr N Collyer (Chairman) Cllr Carpenter Carroll Crawford Dunnicliff Earp Freeman Heafield Hicklin Howard Jackson Minifie Parker Sharp Smith the Clerk, Cllr Harrison DCC & SDDC Cllr Hewlett SDDC one Member of the Public and one Press	
2	Apologies – none - all present	
3	Election of Chairman– Cllr Collyer proposed by Cllr Sharp seconded by Cllr Freeman – there being no other nominations Cllr Collyer was elected Chairman of the Council for the ensuing year	
4	Election of Vice Chairman- Cllr Carroll proposed by Cllr Freeman seconded by Cllr Jackson- there being no other nominations Cllr Carroll was elected Vice Chairman of the Council for the ensuing year	
5	Membership of Committees – Burial Highways Recreation Leisure open to all Members	
6	Election of representatives to outside organisations Senior Citizens – Cllr Freeman	

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	<p>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 NWLDC Donington Park Liaison – Cllr Carroll Secondary Education – Cllr Minifie</p>	
7	Cllrs delivered in their declarations of acceptance of office	
8	<p>It was resolved that: delegation arrangements to committees, sub- committees, employees and other local authorities remain the same terms of reference of committees remain the same no new committees be formed the new standing orders and financial regulations remain arrangements with other local authorities remain the same Members have a copy of the asset register the current insurance arrangements remain membership of outside organisations remains the same there is no change to the current complaints procedure procedures for handling requests under the Freedom of Information Act need review the Council establishes a policy for dealing with press/media details of meetings for the next year be documented</p>	
9	Public question time – no questions	
10	<p>County and District Council reports Cllr Harrison DCC and SDDC Congratulations to the elected Members – the turnout was the highest in the District £2000 has been granted to the Festival out of the DCC Arts Budget DCC Highways assess the carriageway at Derby Road and Castle Street is safe – Cllr Carroll if a repair could be made at Castle Street opposite Jubilee Close to a re-instatement which makes vehicles create noise The carriageway at Robinsons Hill and Main Street KN will be surface dressed between 1st June and 8th July A consultation exercise will be held over parking arrangements from the corner of the Market Place down Church Street Road Safety figures in the County for the past year show a great improvement over the previous year Cllr Crawford expressed thanks for the new pavement at High Street- no vehicles have been seen driving on the pavement since it has been completed Cllr Hewlett SDDC matters Michael Stanton will be the new Chairman and Bob Wheeler will</p>	

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	<p>remain leader with John Harrison his deputy SDDC proposes to start a doorstep collection of plastics It is understood £1million will be put into the Sporting Partnership by SDDC Grounds maintenance is to be put out to tender – Cllr Freeman asked if this could not be put out to the Parish Councils</p>	
11	<p>Confirmed and signed the Non-Exempt Minutes of the Meeting held on 5th April 2011</p>	
12	<p>To determine which items if any from Part 1 of the agenda should be taken with the Public excluded – none</p>	
13	<p>Reports of the Committees for April 2011 Burial approved Highways and Street Lighting approved Recreation and Amenities approved Leisure Centre approved</p>	
14	<p>Financial Matters Note Receipts of £15272.45 and Payments of £17837.31 for April 2011 Approve and sign the Audit Commission accounting statement for the year ended 31 March 2011</p>	
15	<p>Approve and sign the Audit Commission annual governance statement for the year ended 31 March 2011</p>	
16	<p>Chairmans Remarks Thanks to fellow Cllrs for electing him for a second term and a warm welcome to the three new Councillors Delighted there had been an election and congratulations to Cllr Carroll for topping the poll Chairman had attended a meeting arranged by Lord Ralph on the roof of the Hall to view the work being undertaken The opening of the Cricket Club practice nets is 6:00pm Friday June 10th Meetings have taken place between Kate Dumelow, Michael Sefton, Norman Hill and the Chairman to plan for celebrations of the Diamond Jubilee in Castle Square on Saturday 3rd June 2012 a headline attraction has already been agreed for the entertainment</p>	
17	<p>Reports from representatives on outside organisations Senior Citizens Centre – new chairman is Mrs Maggie Dobby Infants School Governors – problems with Melbourne children not being taken Safer Neighbourhood – Chris Smith is getting proposals and prices for a new CCTV scheme Lothian Gardens – a number of repairs have taken place but the equipment is showing its age</p>	

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	<p>Festival- arrangements coming into place Sporting Partnership- working on funding KN Storage Depot – no meeting</p>	
18	<p>Clerk's Report Urgent three new Members attend the NALC training on the Power of Well Being June 26th at Ockbrook Request by Soldiers Sailors and Airman Association for street collection Sat 21st May agreed Delivery of shelter for Lothian Gardens put back to June</p>	
19	<p>Members items for information report and consideration Cllr Carroll – vehicles speeding at bottom of Trent Lane -need for traffic calming refer to Highways Cllr Earp- large stones placed on the verge at the bottom of Trent Lane are dangerous when hidden by grass Cllr Howard – Council should be more proactive in the way it operates – have projects and be better equipped ready to act– agenda item for debate at June Meeting Resolved Clerk writes to DCC Cabinet Member for Education express concern that a number of Melbourne children will not get a place at Melbourne Infants School at the September 2011 intake Resolved write to Chairman of the Governors of the Melbourne Junior School request Cllr Crawford joins the Governors as the Parish Council representative Cllr Hicklin – the view of traffic from Derby is obscured when preparing to cross Kings Newton Lane at the Derby Road junction – refer to Highways Cllr Minifie to be Parish Council representative on secondary education</p>	
20	<p>Plans considered no objection 253 rebuild chimney stacks and reinstate wall and railings at 45 Potter Street 291 variation of condition 2 of 672 2010 for amendments to approved plan for 29 Church Street 321 extension 91 The Woodlands 346 tree works at Melbourne Hall 357 vehicular access 43 Station Road Variation to 0785 of 2010 for 61 Derby Road to open 17:30 to 23:00 Fridays Saturdays and Bank Holidays</p>	
21	<p>Planning Decisions – none</p>	

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Committee Minutes

Burial Grounds

Minutes of a meeting of the Burial Grounds Committee held at 7.30pm Monday the 23rd May 2011 at the Cemetery Chapel

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

Election of Officers

Chairman Cllr Freeman proposed by Cllr Jackson seconded by Cllr Sharp
Vice Chairman Cllr Hicklin proposed by Cllr Freeman seconded by Cllr Jackson

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

Matters to report

No.	Minute	Action
1	Wall repairs – only smoothing at entrance remains	Chairman
2	Health & Safety – 11 headstones to be re checked	Chairman
3	Report annually the number of plots available split between previously buried on and not buried on Identify the next ten plots to be used excluding purchased plots	Chairman & Vice
4	Report again to DCC works needed to pavement outside gates – previously reported January considered then by DCC as low priority maintenance	Clerk

Date of next meeting 7.15 pm Monday 13th June 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 23rd May 2011 at the Council Room

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

Election of Officers

Chairman Cllr Earp proposed by Cllr Smith seconded by Cllr Sharp

Vice Chairman Cllr Smith proposed by Cllr Hicklin seconded by Cllr Earp

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

Matters to report

No.	Minute	Action
1	Spread sheet to track letters etc between DCC and PC being created	Clerk
2	Holy Well – waiting decision of Court on future ownership	Clerk
3	Dog fouling signs attached to lamp posts – check if stickers have been updated by SDDC dog wardens Write to Mark Alflat at SDDC for procedure to combat dog fouling and enquire if a £100 reward for obtaining a conviction is lawful	Clerk/Chair Clerk
4	Lamp No 59968 on stone monument at Castle Square – £1000 promised by EMA – Cllr Collyer and Clerk had met with two representatives of Civic Society who will obtain costs for scheme to make base safe, refurbish column and make light work – the cost is likely to be £1900 split between the Council and the Civic Society	Clerk
5	Grit bins – Cllr Collyer has 4 bins	Cllr Collyer
6	Market Place Clock not lit- need to check the starter	Clerk/Melbourne Tree Services
7	New Melbourne signs – check what is required then advise DCC	Clerk/Chair
8	Phone box at Nettlefold Crescent – establish procedure for moving to storage at Leisure Centre – David Stanley Haulage Unit 9 Vulcan Way Coalville 01530-510550 could be used for transport	Cllr Crawford
9	Health and Safety Matters – none	Clerk

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10	Waiting reply from Arriva to request meet Parish Council to review service following complaints about routing of service on way through Kings Newton	Clerk
11	Check out condition of grassed area at Jubilee Close	Chair
12	Reported surface of Derby Road breaking up at junction with Cockshut Lane – reported again April 14 – DCC state not in a dangerous condition	Cllr Harrison
13	CCTV plans – Chris Smith to make presentation to Council at June meeting	Cllr Smith
14	Request A board at Lilypool is taken in at night	Clerk
15	Request DCC arrange for better re instatement at Castle Street opposite Jubilee Close to stop noise from vehicles	Clerk
16	Church Square – check what lettering on War Memorial needs replacing– consider replacing plants round the Memorial with a dwarf box hedge	Chair
17	Noted cats eyes removed at Cockshut Lane – check with DCC for proposed works which could clash with the transport of in-fill to the Recreation Grounds	Clerk
18	Gates back of The Baytree Market Place- cone over loose bricks in the pavement	Clerk
19	Check with SDDC arrangements for weed killing pavements and gutters	Clerk
20	Request owners cut back overhanging trees and bushes at– Castle House over the wall near the bus stop Laurel hedge Bolton 4 Loake Court needs cutting Overhanging hedge 19 Queensway	Clerk
21	The Christmas Shopping event may revert to Late Night	Cllr Collyer

Date of next meeting 8pm Monday 13th June 2011 at the Council Chamber
Committee 2 Highways and Street Lighting
Cllr Mrs 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 23rd May 2011 at the Council Chamber.

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

Apologies Cllr Parker

Election of Officers

Chairman Cllr Jackson proposed by Cllr Sharp seconded by Cllr Freeman

Vice Chairman Cllr Heafield proposed by Cllr Jackson seconded by Cllr Crawford

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

Matters to report

No.	Minute	Action
1	Lothian Gardens Ground cover netting for French drain obtained Wooden bridge on climbing equipment repaired now damaged again – will be repaired and repainted -netting pulled down will be re-hung ROSPA equipment inspection scheduled for May Glasdon shelter delivery mid June – base down	Clerk
2	Old Burial Ground - planning permission applied for to fell trees blocking light to Castle Mews and to fell multi stemmed lime blocking light to properties at Castle Mills	Clerk
3	Sporting Partnership – plans being finalised	Cllr Jackson
4	Pavilion – curtains and some internal decoration will be provided by the Cricket Club – Andy Walker will repair the ceiling before June 10 th	Clerk
5	Drain works in bottom corner of cricket pitch undertaken by RW Building and Landscaping £245	Report
6	Health & Safety – no issues	
7	Check with DCC works scheduled for Cockshut Lane while the pitches are being levelled	Clerk

Date of next meeting 8.30pm Monday 13th June 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 23rd May 2011 at the Council Chamber.

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

Election of Officers

Chairman Cllr Howard proposed by Cllr Sharp seconded by Cllr Jackson

Vice Chairman Cllr Minifie proposed by Cllr Freeman seconded by Cllr Jackson

Matters to report

No.	Minute	Action
1	Managers report- lettings are good at present	Manager
2	Lease – Clerk has requested SDDC forward new lease for signing	SDDC
3	New stage – a successful fund raiser had taken place and more are planned – meetings will take place to agree what is required	Cllr Howard
4	Health and safety – perimeter wall at east side repaired by SDDC contractors	SDDC
5	Hearing loop system for Council Room – price quoted by Quadrant £4706 – e.mail copy to Cllr Carroll for investigation	Clerk

Date of next meeting – 9.00pm Monday 13th June 2011 at The Council Chamber
Committee 4 - Leisure Centre.
Cllr C Howard Chairman

Planning

Minutes of a Planning Meeting held at 9:30 pm Monday 23rd May 2011 at the Council Chamber

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

Plans considered no objection

407	reduction in height of three conifer trees at Senior Citizens Community Centre Church Street
409	Crown raising of a horse chestnut covered by SDDC TPO145 at 27 High Street

Committee 5 Planning
Cllr N Collyer (Chairman)