

# Melbourne Parish Council

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



Completemay2011

6<sup>th</sup> May 2011

## To Chairman and Members of Melbourne Parish Council

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

Dear Councillor

Please attend the Meeting of Melbourne Parish Council to be held at

**7:30pm on Tuesday May 17<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 Election of a Chairman of Council for the ensuing year
- 4 Election of Vice Chairman of Council for the ensuing year
- 5 Membership of Committees – open to all Councillors
  - Burial
  - Highways
  - Recreation
  - Leisure Centre
- 6 Election of representatives to outside organisations
  - Senior Citizens Centre
  - Infants School Governors
  - Safer Neighbourhood
  - Lothian Gardens
  - Festival
  - Sporting Partnership
  - Kings Newton Storage Depot
  - NWLDC Donington Park liaison
- 7 Public Question Time 15 minutes maximum

# Melbourne Parish Council

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



- 8 District and County Councillor reports maximum 15 minutes
- 9 To confirm the Non-Exempt Minutes of the Meeting held on 5<sup>th</sup> April 2011
- 10 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
- 11 Reports of the Committees - April 2011  
Burial  
Highways and Street Lighting  
Recreation and Amenities  
Leisure Centre
- 12 Financial Matters – note receipts of £ and approve payments for April 2011  
Approve and sign accounts for 2010/11 and approve and sign the Local Councils in England Annual Return for the year ended 31 March 2011
- 13 Chairman's Remarks
- 14 Reports from representatives on outside organisations  
Senior Citizens Centre Cllr Sharp  
Infants School Governors Cllr Smith  
Safer Neighbourhood Cllr Smith  
Lothian Gardens Cllr Jackson  
Festival Cllr Carroll  
Sporting Partnership Cllr Jackson  
Kings Newton Storage Depot Cllr Collyer
- 15 Clerk's Report
- 16 Members items for information report and consideration
- 17 Plans for consideration  
253 rebuild chimney stacks and reinstate wall and railings at 45 Potter Street  
291 variation of condition 2 of 9/2010/0672 for amendments to approved plan for 29 Church Street  
321 extension at 91 The Woodlands
- 18 Planning decisions

# Melbourne Parish Council

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



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

No.	Minute	Action
628	Present: Cllr N Collyer (Chairman) Cllr Crawford Dunicliff Earp Freeman Hicklin Howard Jackson Moore Parker Sharp Smith the Clerk, Cllr Harrison DCC & SDDC Cllr Hewlett SDDC four Members of the Public and two Press	
629	Apologies –Cllr Carroll Minifie & Willmore	
630	Cllr Smith declared an interest in plan 210 Certificate of Lawfulness Gateway Highfields Cockshut Lane	
631	Public Question Time Mr & Mrs Bazely – state of green area at top of Jubilee Close put in as a planning condition owned by Wimpeys but maintained with monies deposited by the developer with SDDC - also two grit bins at Jubilee Close are sited near each other – Mr Messer complained the PC had taken no action over a speed bump in Packhorse Road which had damaged the underneath of his daughters car for a second time Cllr Harrison will take up the matter with DCC the Highways Authority	refer to Highways  refer to Highways
632	District and County Council Cllr Harrison DCC and SDDC Congratulated residents for clearing up Jubilee Close – part of the Big Society The Civic Society had a litter pick on Saturday April 2 <sup>nd</sup> Damaged sign at KN Corner will be replaced and more signs added Request made that Derby Rd between Cockshut Lane and Melton Avenue is again repaired as it becomes DCC policy to concentrate repairs on areas of heavy wear  Cllr Hewlett SDDC Confirms Jubilee Close designated as Public Open Space Has obtained a supply of dogs fouling notices Some of the Social Housing at Station Road is soon to be available and advertised in the SDDC Homefinder Magazine Cllr Collyer thought it shameful the SDDC policy for housing in Melbourne does not give preference to local people Cllr Hewlett thanks to the Parish Council for assistance in the past four years	
633	Confirmed and signed the Non-Exempt Minutes of the Meeting held on 1st March 2011	
634	To determine which items if any from Part 1 of the agenda should be	

# Melbourne Parish Council

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



	taken with the Public excluded – two pages of exempt minutes	
635	<p>Reports of the Committees for March 2011</p> <p>Burial approved</p> <p>Highways and Street Lighting approved</p> <p>Recreation and Amenities approved</p> <p>Leisure Centre approved</p>	
636	<p>Financial Matters</p> <p>Note Receipts of £2952.47 and Payments of £11554.36 for March 2011</p>	
637	<p>Chairman's Remarks</p> <p>Thanks to Cllr Dunnicliff and Moore who will not be standing at the election both with 28 years service The retiring Cllrs wished the Council well and it has been a pleasure to serve on the Council</p> <p>Chairman reported on a recent meeting with SDDC on the Leisure Centre</p> <p>Chairman had attended a brilliant production of the The Pirates of Penzance by the Operatic Society in Castle Donington – it is a shame there is no facility in Melbourne to house such an event</p> <p>Following a meeting with the Civic Society plans are going ahead with a joint venture to repair the lamp and plinth at Castle Square</p> <p>EMA will donate £1000 towards the project</p> <p>The wall on the east side of the Leisure Centre is being repaired by SDDC at a cost of £8000</p> <p>Hopes there will be sufficient candidates for an election on May 5<sup>th</sup></p>	Letter of thanks
638	Model Standing Orders – to be put into the form of a booklet	Clerk and Chairman
639	<p>Reports from representatives on outside organisations</p> <p>Senior Citizens Centre – no meeting</p> <p>Infants School Governors – a new classroom is planned for 2012</p> <p>Safer Neighbourhood – Chris Smith is getting proposals and prices for a new CCTV scheme</p> <p>Lothian Gardens – no report</p> <p>Festival – no report</p> <p>Sporting Partnership- working on funding</p> <p>KN Storage Depot – no meeting</p>	
640	<p>Clerk's Report</p> <p>Resolved May meeting Council May 17<sup>th</sup> Committees May 23<sup>rd</sup></p> <p>Plans – complain to SDDC – consider how to view plans in future</p> <p>Internal auditor– resolved to appoint Brian Wood in place of David Ingman who has retired –internal audit April 12<sup>th</sup> – declaration required by Audit Commission May 16<sup>th</sup></p> <p>Jubilee Celebrations – Chair and Clerk to meet with Kate Dumelow and John Sephton April 18<sup>th</sup></p> <p>Letter from local residents concerning parking at Hope Street /Hattons Court junction</p> <p>Advise Grays Greens and Adcocks Charity Cllr Sharp will continue as</p>	<p>Clerk</p> <p>refer to Highways</p>

# Melbourne Parish Council



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

	<p>PC rep for next 4 years                  Thanks from Andy Heafield for councils support to Cricket Club 150<sup>th</sup> anniversary and clearing the site and applying for planning permission for the all weather practice nets                  DCC Parish and Town Council Liaison Forum April 14<sup>th</sup> at Matlock                  Alan Corbett retiring as Chair and Treasurer of AARPC in May looking for a replacement - forward to Paul Grimley                  Police report ten test purchases in the area resulted in one failure against whom action is being taken</p>	<p>Clerk  Clerk</p>
641	<p>Members items for report and consideration                  Dropped kerbs being put in Kings Newton by DCC –noted                  Carriageway sunk at drive to 58 Victoria Street-                  Cllr Crawford – any appeal panel of the PC should consist of at least three Members of Council – agreed that this should be considered by HR meeting.</p>	<p>refer to Highways</p>
642	<p>Plans considered no objection                  131 Chantry House KN replace barn front and alleyway entrance and replace three rear ground floor windows and two front ground floor windows with screen casement design – front entrance glass replaced with double glazing                   166 Conversion of outbuilding to dwelling at 63 Main Street KN                   169 Extension 73 Castle Street                   201 Demolish existing kitchen and outhouse/toilet and erection of replacement extension at 21 Market Place                   210 Certificate of Lawfulness- non compliance with an agricultural and forestry occupation condition imposed on the Gateway Highfields Cockshut Lane                   215 Felling of a Goat Willow tree at 4 Bishops Court                   219 Removal of chimney stacks 8 &amp; 9 to the south westerly corner of Melbourne Hall                   227 Felling of a conifer at 20 Main St KN                   229 Extension replace flat roof with pitched roof and replacement garage at 224 Station Road</p>	
643	<p>Planning Decisions - none</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 7.30pm Monday the 11<sup>th</sup> April 2011 at the Council Room

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

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

#### Matters to report

No.	Minute	Action
234	Wall repairs – only smoothing at entrance remains Grounds in good order	Chairman
235	Health & Safety – 11 headstones to be re checked Cemetery records to be stored at Leisure Centre now that all on computer and on disk– copy at the cemetery – computer kept off site	Chairman Sexton
236	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
237	Charges – Resolved 3% increase from April 1 <sup>st</sup> 2011 - Cllr Crawford against Resolved £10 charge for search with printout, no soft copies to be released. Last pay rise April 2009 nothing in 2010/11 and nothing planned for 2011/12 or 2012/13	Clerk

Date of next meeting 7.15 pm Monday 23<sup>rd</sup> May 2011 at the Council Chamber

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 8.00pm Monday 11<sup>th</sup> April 2011 at the Council Room

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

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



# Melbourne Parish Council

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



## Matters to report

No.	Minute	Action
595	Create spread sheet to track letters etc between DCC and PC	Clerk
596	Holy Well – waiting decision of Court on future ownership	Clerk
597	Dog fouling signs attached to lamp posts – check if stickers have been updated by SDDC dog wardens	Clerk
598	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	Clerk
599	Grit bins – Cllr Collyer has 4 bins	Clerk
600	Market Place Clock – Melbourne Tree Services to replace bulb	Clerk
601	New Melbourne signs requested – acknowledgment from DCC	Clerk
602	BT will not agree replacing phone box outside the Leisure Centre with defunct box owned by Council at Nettlefold Crescent – obtain cost of moving box to storage at Leisure Centre	Clerk
603	No Health and Safety Matters –	Clerk
604	Request Arriva meet Parish Council to review service following complaints from Public	Clerk
605	Letter regarding parking problems at junction of Hattons Court and Hope Street –refer to Police	Clerk
606	Matters from Main Meeting Reported surface of Derby Road breaking up at junction with Cockshut Lane – reported again April 14	Clerk
607	Report hole in carriageway at vehicular access to 58 Victoria Street Reported April 14	Clerk
608	Report to SDDC area at top of Jubilee Close to Bryant Wimpeys at Leicester for attention and consider moving one grit nearer the top of Jubilee Close	Clerk
609	Order hanging baskets from Tony Salt –£26 each as last year	Clerk
610	Establish if the siting of 4 A boards grass outside the Fire Station for premises at the Industrial Estate one at the Washpit is illegal – reported to DCC April 14 <sup>th</sup>	Clerk
611	CCTV plans available at next meeting	Clerk
	Date of next meeting 8pm Monday 23 <sup>rd</sup> May 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 11<sup>th</sup> April 2011 at the Council Chamber.

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

Apologies Cllr Hicklin Moore Sharp 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
287	Lothian Gardens –obtain reply with suppliers of ground cover netting Make repairs to wooden bridge on climbing equipment and paint woodwork - replace latch to gate at Tots area - re hang netting pulled down Arrange annual ROSPA inspection Glasdon shelter ordered for delivery week beginning May 16 <sup>th</sup> £ type ss8 £1090 plus £195 delivery – to be sited in Tots area – Andy Walker to put in 2.5 metre square concrete base and fit shelter	Clerk  Clerk
288	Old Burial Ground - apply for planning permission to fell two conifers blocking light to Castle Mews and to fell multi stemmed lime blocking light to properties at Castle Mills	Clerk
289	Damaged pavilion fence – County Court Judgements handed out in January against the three accused making it impossible for them to obtain credit for six years –report in Village Voice	Clerk
290	Cricket Club new nets – planning application with SDDC – brash and waste cleared – need to resolve location of sump	Cllr Jackson
291	Place order with T H Heath (Contacts) for annual pitch maintenance £792 and Old Burial Ground 5 cuts £400	Clerk
292	Health & Safety – no issues Repair water damage to ceiling at pavilion	Clerk
293	Sporting Partnership – next meeting will discuss finance	Cllr Jackson
294	Resolved to take no action with car park until pitch levelling is completed	No action

Date of next meeting 8.30pm Monday 23<sup>rd</sup> May 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 11<sup>th</sup> April 2011 at the Council Chamber.

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

Apologies Cllr Hicklin Moore Sharp & Willmore

Matters to report

No.	Minute	Action
249	Managers report-April lettings expected to be good	Manager
250	Lease – waiting SDDC Cllr Collyer to take up with SDDC the name being used in their minutes of the Group wishing to take over the Centre	Clerk to chase Cllr Collyer
251	New stage – Chair to meet with interested parties on April 21 <sup>st</sup> to consider suggestions and methods of funding	Cllr Howard
252	Health and safety – perimeter wall at east side being repaired by SDDC contractors	SDDC
253	Research hearing loop system for Council Room	Clerk
254	Cllr Collyer reported SDDC has £40K earmarked £10k for roof repairs, £10k for electrical repairs remainder for chairs, stage and lighting in the Hall	Cllr Collyer

Date of next meeting – 9.00pm Monday 23<sup>rd</sup> May 2011 at The Council Chamber Committee 4 - Leisure Centre.

Cllr C Howard Chairman