

Melbourne Parish Council

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



Completejun10

28th June 2010

To Chairman and Members of Melbourne Parish Council

Cllr Boston Carroll Collyer Crawford Dunnicliff Earp Freeman Hicklin Howard Jackson
Moore Parker Sharp Smith and Willmore

Dear Councillor

Please attend the Meeting of Melbourne Parish Council to be held at **7.30pm on Tuesday July 6th 2010** at the Council Room, Bill Shone Leisure Centre, High Street, Melbourne

Yours faithfully

Norman Hill Clerk to Parish Council

PARISH COUNCIL MEETING 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 1st June 2010
- 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 2010
 - Burial
 - Highways and Street Lighting
 - Recreation and Amenities
 - Leisure Centre

Melbourne Parish Council



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

- 8 Financial Matters – note receipts of £4680.96 and approve payments of £9989.26 for June 2010
- 9 Adoption of new Model Standing Orders – the Clerk
Application for re accreditation of Quality Council Status for next four years
- 10 Chairman's Remarks
- 11 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
- 12 Clerks Report
- 13 Members items for information report and consideration
- 14 Cllr Freeman – Burial Committee to become an Advisory Committee
- 15 Cllr Freeman – Members patrolling the streets
- 16 Plans for consideration
 - 522FH extension at 9 Blanch Croft
 - 523FH extension to existing garage at 64 Main St KN
 - 536L resurfacing of courtyard and garage access area at Elms Farm Trent Lane
 - 511FH replacement of windows and brickwork at 21 High Street
 - 560U change of use from class A1 stationery shop to class A 2 letting agents at unit 1 Russell Yard
 - 571FM erection of a detached dwelling at 55 Commerce Street
 - 569FH erection of an extension and external gate in existing stone boundary wall at 78 Castle Street
 - 553U retrospective change of use from an existing stable block to dwelling at 22 Victoria Street
 - 579FR approval of reserved matters 9/2009/0364 erection of a dwelling on land south of Sir Henrys Lane
 - 595TC crown raising of two silver birches at 11 Potter Street Mews
 - 0599V change of use from a garage to a single dwelling house at 63 Main St KN
- 17 Planning decisions - none

Part 2 Exempt information
None

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 1st June 2010 at the Bill Shone Leisure Centre High Street Melbourne

No.	Minute	Action
489	Present: Cllr N Collyer (Chairman) Cllr Boston Carroll Crawford Dunicliff Freeman Hicklin Howard Jackson Parker Sharp Smith the Clerk, Cllr Harrison Cllr Hewlett two Members of the Public and two Press	
490	Apologies – Cllr Earp Moore & Willmore and PCSO Emma Guest	
491	Declaration of Members interests – none	
492	Public Question Time – Mrs Hardy requested the grass verge at the junction of KN Lane and Derby Road be cut Mr Charles Robey was advised that in the opinion of the Council the Melbourne web site is best suited to carry pictures of large vehicles using Trent Lane	
493	District and County Council Reports Cllr Harrison A site meeting with DCC has been requested to consider proposal to realign the Derby Road Kings Newton Lane junction Dropped kerbs in Kings Newton will be included in future program DCC have written to Speedy Hire requesting they voluntarily reduce the size and frequency of vehicles using Trent Lane to access the storage depot The Pleydell report had cost £5k and not £40k as first reported New housing will now be controlled by local governance not central government Cllr Hewlett New Chairman of SDDC is Neil Atkin, Vice Chairman Michael Stanton The recent boundary review has kept the same number of Wards Comments in the press regarding the use of CCTV in South Derbys had been noted Comments on the Pleydell report are required by the end of June Dog fouling posters will be forwarded by SDDC The damaged litter bin at Coronation Close Play Area will be reported to SDDC for replacement	
494	Confirmed and signed the Non-Exempt Minutes of the Meeting held on 4 th May 2010	
495	To determine which items if any from Part 1 of the agenda should be taken with the Public excluded-none	
496	Reports of the Committees for May 2010 Burial approved Highways and Street Lighting approved	

Melbourne Parish Council



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

	<p>Recreation and Amenities approved Leisure Centre approved Planning approved</p>	
497	<p>Chairmans report Severn Trent have agreed a reduction in the water rates at the Leisure Centre – the chairman and clerk will be pushing for this to be back dated further than ST are suggesting</p>	
498	<p>Financial Matters Note Receipts of £4379.60 and approve Payments of £9070.44 for May 2010 Approve the Annual Audit report for year ending 31st March 2010 signed by Cllr Collyer and the Clerk on behalf of the Council Approve the transfer of insurances to Aviva with an annual cost saving of £420 premium</p>	
499	<p>Adoption of Model Standing Orders – being worked on by the Chairman and the Clerk</p>	
500	<p>Reports from representatives on outside organisations Senior Citizens Centre no meeting Infants School Governors - no meeting Safer Neighbourhood – no meeting Lothian Gardens – a damaged swing is being replaced Festival – no meeting Sporting Partnership- no meeting KN Storage Depot – no meeting</p>	
501	<p>Clerks Report Pinders Circus at the Recreation Ground 17th to 20th June – rent £200 Correspondence Note for diary – Police Annual Meeting with parish councils evening of 12th October at Ripley Thanks from British Legion for donation towards cost of memorial plaque – a service of dedication is planned for 2.00 pm 11th July at the Senior Citizens Centre EMA Airport new rules on short stay parking Historic Research Group request to sort and archive Parish records stored at Leisure Centre agreed</p>	
502	<p>Members items for information report and consideration Cllr Howard-Members will be receiving a formulated strategy paper on the Leisure Centre for discussion at Committee Cllr Smith- trim round the “Melbourne” sign at Derby Road Clear grass verge at Derby Rd / KN Lane corner Reported Cllr Moore in better health Cllr Freeman – agenda item for next meeting to discuss the Burial Grounds Committee becomes an Advisory Committee with a view of all Committees becoming Advisory</p>	<p>Clerk and Sexton</p>

Melbourne Parish Council

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



	Cllr Hicklin – Picture of Health car park hedge at Queensway requires cutting and trees are overhanging the pavement at 28 Queensway	

Committee Minutes

Burial Grounds

Minutes of a meeting of the Burial Grounds Committee held at 7:15 pm Monday 7th June 2010 at the Council Room

Present – Cllr B Freeman (Chairman) Collyer Earp Hicklin Jackson Sharp Smith and the Clerk

Apologies Cllr Carroll Crawford Dunnicliff Moore & Willmore

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

No.	Minute	Action
197	Grounds in excellent condition - clear the grass cuttings collection area – order more brown bins to collect the grass and return the grass collection area to lawn	
198	Headstone Safety- 11 to recheck in the Autumn	
199	Cemetery records – disk with Paul Cooper to put on Ancestry .com	
200	Repair to wall at entrance – waiting for Andy Walker to commence	
201	The benefits of remaining a standing committee or changing to a standing committee were debated at length It was resolved Cllr Freeman calls a meeting of an Advisory Committee in July to include Chairman Vice Chairman a note taker Sexton Vicar and Undertaker	Cllr Freeman
202	Health and Safety matters – nothing to report	
	Date of next meeting 7.15 pm Monday 13 th September 2010 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 7th June 2010 at the Council Chamber

Present – Cllr W Earp (Vice Chairman) Boston Carroll Collyer Freeman Howard Jackson Sharp Smith and the Clerk.

Apologies Cllr Carroll Crawford Dunnicliff Moore Parker & Willmore

Vice Chairman Cllr Earp proposed by Cllr Freeman seconded by Cllr Sharp

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

No.	Minute	Action
457	Resolved purchase red telephone box at Packhorse Road from BT for £1	Clerk
458	Market Place Clock still not properly illuminated – write strong letter to Chris Payne at SDDC	Clerk
459	Dropped kerbs at Kings Newton	Cllr Harrison
460	DCC putting request for new kerbs at High Street to the consultants who decide priority	
461	Dog fouling – waiting supply of posters from SDDC	Jack Twoomey
462	Dangerous holes in grass verges at Queensway – request SDDC make safe	Clerk
463	Castle Square lamp on stone plinth- waiting action by DCC	Cllr Harrison
464	In reply to letter of 17 th May letter from DCC again request signage at Potter Street to Industrial Estate is removed as advice from three HGV licence holders is that it is not possible to access the Industrial Estate via Potter Street due to the problems of access and egress	Clerk
465	Woodhouses – DCC agree to clear pavement of vegetation and chase Severn Trent to reinstate concrete posts and metal railings	Clerk
466	Request DCC remove the sign at the bottom of Potter Street as it blocks off a nice feature of the street	Clerk
467	Dog Fouling notices- request SDDC replace the existing signs with new signs containing up to date details	Peter McEvoy
468	Request DCC ban articulated vehicles and vehicles with trailers from Trent Lane	Clerk
469	Request for grit bins at junctions – write again	Clerk

Melbourne Parish Council



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

	<p>Cockshut Lane and Commerce Street Cockshut Lane and Hope Street Spinney Hill / Derby Road junction Union St where it meets The Pingle Alma St corner where it joins with North Street South Street junction with Moira St South Street junction with George Street Queensway junction with Packhorse Road</p> <p>Consider grit bins for pedestrian use at Market Place and for bend at Sleepy Lane KN</p>	
470	Overhanging tree at Stanton Gutter – waiting DCC to take action	
471	Hanging basket to be fixed to John Walls	
472	Request DCC remove redundant bus stop signs at Station Road – DCC wish they remain for possible future use - delete	
473	Litter bin at entrance to Sustrans cycle track at Trent Lane	Cllr Harrison
474	Request by Chris Brookes for aircraft noise monitoring device from EMA	Clerk
475	Cockshut Lane overgrown hawthorn hedge forcing traffic across the road so damaging the grass verge and the carriageway –report to DCC at Matlock	Clerk
476	Best Kept Village Competition – no competition this year	
477	Ask DCC Highways Terry Flintham for site meeting and plans to discuss his proposed changes to Derby Rd / KN Lane junction	Clerk
478	Request for a sign at Potter Street warning motorists of children exiting the Wesley Hall- DCC reply these signs are only used in conjunction with School, Playground or Patrol signs and Potter Street does not fit the criteria – reply the Wesley Hall has a play school and therefore fits the criteria –ask DCC to reconsider	
479	Health & Safety matters – none	
480	Tree on SDDC land hanging down over pavement opposite 28 Queensway – report to SDDC	Peter Mc Evoy
481	Damaged verges at Queensway –write to SDDC to have holes filled, levelled off and made safe	Clerk Mark Alflat

Melbourne Parish Council

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



--	--	--

Date of next meeting 8.00 pm Monday 12th July 2010 at the Council Chamber

Committee 2 - Highways and Street Lighting
Cllr W Earp – Vice Chairman.

Recreation and Amenities

Minutes of a meeting of the Recreation and Amenities Committee held at 8.30pm Monday 7th June 2010 at the Council Chamber.

Present – Cllr A Jackson (Chairman) Boston Collyer Earp Freeman Hicklin Howard Sharp Smith and the Clerk.

Apologies Cllr Carroll Crawford Dunicliff Moore Parker & Willmore

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

Matters to report

No.	Minute	Action
224	Lothian Gardens – broken child swing being replaced -schedule of work agreed with contractor - waiting ROSPA inspection report	Clerk
225	Old Burial Ground Blocking of light to apartments by multi stemmed lime being dealt with by Cllr Smith and Willmore Place order with T H Heath mow grounds 5 times £385 -urgent Place order with Melbourne Tree Services to remove self set holly bushes	Cllrs Smith/Willmore
226	Order with T H Heath annual pitch maintenance £1380 Levelling of pitches – nothing further – consider levelling junior soccer pitch at same time	
227	Matter of local residents fence and gate damaged by footballers retrieving ball resolved	
228	Pavilion fence damaged– working with Police to obtain damages	Clerk
229	Meeting with Clubs had gone well – a new junior soccer club Breedon Wanderers will use the far pitch Saturday mornings	Chair
230	Swings removed by SDDC – write SDDC that ROSPA advice is there is not a problem - a copy of the ROSPA report will be forward when received in the meantime put e swings back - copy Cllr Harrison Chief Exec SDDC Frank Mc Ardle Paul Evans Waste & Cleansing Manager	Clerk

Melbourne Parish Council

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



231	Health and Safety – no issues	
-----	-------------------------------	--

232 Pinders Circus are booked 17th to 20th June rent £200

233 Ben Dobson is organising a pop concert on the sloping pitch on 24th July

- resolved no charge

Date of next meeting 8.30pm Monday 12th July 2010 at the Council Chamber

Committee 3 - Recreation and Amenities.

Cllr A Jackson -Chairman

Leisure Centre

Minutes of a meeting of the Leisure Centre Committee held at 9.00 pm Monday 7th June 2010 at the Council Chamber.

Present – Cllr C Howard (Chairman) Boston Collyer Dunnicliff Earp Freeman Jackson Sharp Smith and the Clerk.

Apologies Cllr Carroll Crawford Dunnicliff Moore Parker & Willmore

Matters to report

No.	Minute	Action
191	Managers report for May – activity levels have improved	
192	Lease - Cllr Collyer has received from SDDC latest schedule of condition items requiring signing off before lease can be completed	
193	The informal discussions held on 3 rd June between the Council Members and Messrs Batchelor Roseburgh and Hay of SDDC concerning the SDDC ideas for performing arts and sport for the town were explained. There is no legal requirement for SDDC to provide arts or sports facilities in Melbourne. It was unanimously resolved proposed by Cllr Freeman seconded by Cllr Sharp that the Leisure Centre Chairman, the Leisure Centre Vice-Chairman and the Chairman of the Parish Council are empowered to represent Melbourne Parish Council input to the Community/ Group /SDDC business plan, with the intention to continue towards divestment of Leisure Centre operations to the Community Group	
194	Recharge of services to SDDC from 1st April- will be billed quarterly in arrears	
195	Locking of Market Place toilets and Lothian Gardens locking – current arrangements have been clarified	Clerk to consider off-line with Chair
196	Health and Safety – the current banding for the staging safety will be made more robust	Clerk

Melbourne Parish Council



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

Date of next meeting – 9.00pm Monday 12th July 2010 at The Council Chamber

Committee 4 - Leisure Centre.
Cllr C Howard - Chairman

Planning

Minutes of a Planning Meeting held at 10.15pm Monday 7th June 2010 at the Council Chamber

Present- Cllr N Collyer (Chairman) Boston Earp Freeman Hicklin Howard Jackson Sharp Smith and the Clerk
Apologies Cllr Carroll Crawford Dunncliffe Moore Parker & Willmore

Plans considered no objection

0481FH an extension and alterations at 67 Victoria Street

0484 FH extensions at 41 Hope Street

Notice from SDDC of appeal against the refusal to allow the retention of timber effect windows at 55 Castle Street

Download Concert at Donington Park

The Clerk reported that he had received assurance from NWLDC Environmental Health there is little likelihood of visitors coming into Melbourne at night even though some parking at Melbourne Corner this year is in Derbyshire and camping is near the county border The camping is close by is for families only and arrangements have been made to guide people leaving the site for the pub on Friday and Saturday night to go into Castle Donington

Committee 5 Planning

Cllr N Collyer - Chairman