

MELBOURNE PARISH COUNCIL

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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 Monthly Meeting of Melbourne Parish Council to be held at 7.30pm on
Tuesday 4th May 2010 at the Council Room, Bill Shone Leisure Centre, High Street,
Melbourne

Yours faithfully

Norman Hill
Clerk

PARISH COUNCIL MEETING

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 a Vice Chairman of Council for the ensuing year
- 5 Membership of Committees – open to all Councillors
 - Burial grounds
 - Highways and street lighting
 - Recreation and amenities
 - Leisure centre
- 6 Election of representatives to outside organisations
 - Senior citizens centre
 - Infants school governors
 - Safer neighbourhood
 - Lothian Gardens
 - Festival
 - Sporting Partnership

- 7 Public question time 15 minutes maximum
- 8 District and County Councillor reports maximum 15 minutes
- 9 To confirm the Non-Exempt Minutes of the Meeting held on 6th April 2010
- 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 Sec100A(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 2010
Burial
Highways and Street Lighting
Recreation and Amenities
Leisure Centre
- 12 SDDC Core Strategy – Cllr Collyer
- 13 Financial Matters – note receipts of £ and approve payments of £ for April 2010 approve annual return for the year ended 31 March 2010
- 14 Chairman’s Remarks
- 15 Reports from representatives on outside organisations
Senior Citizens Centre Cllr Sharp
Infants School Governors Cllr Smith
Safer Neighbourhood Cllr Carroll
Lothian Gardens Cllr Moore
Festival Cllr Carroll
Sporting Partnership Cllr Jackson
- 16 Clerks Report
- 17 Members items for information report and consideration.
- SDDC will bear £1675 of the annual running costs of Market Place Toilets
- 18 Plans for consideration
0348FH – The renewal of planning permission for the erection of a conservatory at 6 The Stackyard, Castle Street,

0359L – Lifting of existing internal brick floor and relaying on a concrete base and damp proof membrane and the removal and reinstatement of the staircase to facilitate these works at Melbourne Hall Tea Rooms, Church Square

0370TC – Felling of a Lawson Cypress tree at The Stone House, Church Square.
- 19 Planning decisions
None

Part 2 Exempt information

Communication from Cllr Howard

Minutes of a Meeting of the Melbourne Parish Council held at 7:30pm Tuesday 6th April 2010 at the Bill Shone Leisure Centre High Street Melbourne.

448 Present: Cllr D Smith (Chairman) Boston Carroll Collyer Dunnicliff Earp Freeman Hicklin Howard Jackson Parker Sharp, the Clerk, Cllr Harrison, Cllr Hewlett two members of the Public and two members of the Press.

449 Apologies – Cllr Moore

450 Public participation

Mr Brian Dollamore requested that DCC get the lamp on the stone base in Castle Square made safe and back in working order and painted, at the same time securing the base which has become loose

Mr Dollamore asked Council to reconsider the present policy of routing vehicles to the Castle Lane Industrial Estate via Potter Street given the size of the vehicles and difficulties and dangers this is causing

Mrs Eileen Hardy

Grit bin at Commerce St Cockshut Lane junction is missing

Dogs fouling- there are no dog bins in Kings Newton

Flooding at Main Street- KN junction with Packhorse Road reported to DCC

Mr David Bellis asked who carries on the Parish Plan and actions the ideas – the Chairman stated the Parish Council will work with the people to get things happening

Cllr Smith gave the Police report –crime is down 20% overall and violent crime is down 40% - there is evidence that anti social behaviour is returning to the Market Place between 6 and 9.30 pm

451 DCC matters Cllr Harrison

Will have the leaning lamp at Potter St reported by Mr Dollamore repaired

A void which has appeared under Castle Street is being dealt with

A £130k scheme to improve the Derby Road / Kings Newton junction is planned by DCC for this financial year

DCC requesting permission of SDDC to replace broken sandstone kerbstones in Potter Street and Market Place with granite

Disappointed DCC has not yet repaired the road surface at the Market Place- minor repairs are planned and a scheme to completely resurface the area will be considered for the future

A site visit had taken place at Trent Lane – signs will be erected to advise Jawbone Lane is unsuitable for large vehicles Efforts will be made to provide a proper footway at Jawbone Lane to the Sustrans path

Replacement of poplars at the recreation ground will be considered later in the year Swings removed by SDDC will be re instated – moving the trees away from the swings will be considered at a meeting at the end of the season involving the British Legion Reported cabins are being sprayed outside rather than in the building provided

452 SDDC matters Cllr Hewlett

Cllr Wheeler has stood down as Leader of SDDC – Cllr Harrison will be Acting Leader
Ian Hay of SDDC is working with David Calvert of Allotment Holders Association to find sites for allotments- suggestions are welcomed

A dog fouling notice has been fixed to lamp 60015 at Derby Rd Dunnicliff Lane junction
The SDDC Waste Freighter will be in Castle Square on the Saturday mornings May22
Aug7 Nov6 Feb12

SDDC will be publishing the feasibility report in the near future

453 Declarations of Interest – none.

454 Confirm and sign the Non-Exempt Minutes of the Meeting held on Tuesday 2nd March 2010

455 Determine which items if any from Part 1 of the Agenda should be taken with the Public excluded - none.

456 Reports of the Committees for April 2010

Burial approved

Highways and Street Lighting approved

Recreation and Amenities approved

Leisure Centre approved

Planning approved

457 Financial Matters – note receipts of £5720.05 and approve payments of £13549.08 for April 2010. Note draft accounts for 2009/2010 containing a small surplus for the year. On advice of the Clerk approve a donation of £100 towards a plaque to be placed on the wall of the Senior Citizens Centre on public view in memory of the soldiers killed on the site by bombing in the Second World War

458 Chairman's Remarks

Chairman had attended a meeting on retrospective justice

Chairman and wife will the Opera Company annual presentation at the end of month

Wish Cllr Moore a swift recovery from his recent illness

459 Reports of reps to outside organisations

Senior Citizens Centre Cllr Sharp- no report

Infant School Governors Cllr Smith– Mrs Chris Hind is retiring after 35 years as a dinner lady

Safer Neighbourhood Cllr Smith- the Chairman gave a report on the crime figures and a report on the subject of restorative justice presentation

Lothian Gardens Cllr Jackson – T Cole has photographs of works needed

Festival Cllr Carroll - no meeting

Sporting Partnership Cllr Jackson – no meeting

460 Clerks report

Annual Return, Insurance, and new Standing Orders DALC meeting Sat 24April at Hulland Ward – Clerk to attend

461 SDDC Core Strategy – sub committee of Councillors Collyer Freeman and Boston to report back to Council

462 Melbourne Feasibility Study Report not yet received

463 Correspondence

Land Registry – guide to town and parish councils on registering land – Cllr Willmore to investigate

464 Quality Council Application – sub committee to consider if worthwhile

465 Plans considered

9 2010 0220SSA importation of inert soils and drainage improvements at Melbourne Sports Club Cockshut Lane – ask SDDC Planners for a meeting as there is insufficient information regarding drainage and access to the site to comment at the present time

Plans no objection

9 2010 0201U the change of use to full residential of 140 Packhorse Road – strongly support this proposal

9 2010 0209FH extensions at Park Lodge Sleepy Lane KN

9 2010 0222L replacement gates at The Dower House Church Square

9 2010 0249L and 9 2010 0251NO installation of a second wrought iron gate in the passageway at Wesley Hall

9 2010 0268FH erection and the extension at 23 Selina Street

466 Planning decisions – none

467 Councillors Reports

Cllr Boston –speeding at Derby Road and request for warning sign outside Wesley Hall referred to Highways

Cllr Freeman – asked Members consider the report from Keyworth Parish Council with regard to changing the present committee system to two standing committees and putting the rest of the work through Advisory Committees

467 Agenda items for next meeting - none raised

Burial Grounds

Minutes of a meeting of the Burial Grounds Committee held at 7:00pm Monday 12th April 2010 at the Cemetery Chapel

Present - Cllr Hicklin (Vice Chairman) Boston Collyer Crawford Earp Jackson Parker Sharp Smith Willmore and the Clerk.

Apologies Cllr Carroll Dunnicliff Freeman Howard and Moore

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

Matters to report

181 Grounds in very good condition - entrance needs attention where a puddle forms in gateway

182 Headstone safety – nothing further

183 Crestings and ridge tiles – nothing further

184 Wall at front entrance – obtain 3 quotations for repairing wall and patching

185 Records – waiting contact from Paul Cooper

186 Fees increased by same percentage as SDDC

187 Sexton always obtains confirmation of Chair or Vice of plot location

188 Paths – enquire costs of resurfacing

189 Machinery – all serviced over the winter and in working order

190 Health and safety matters – nothing

Date of next meeting 7.30pm Monday 10th May 2010 at the Council Room

Committee 1 Burial Grounds
Cllr S Hicklin – Vice Chairman

Highways and Street Lighting

Minutes of a meeting of the Highways and Street Lighting Committee held at 7.45pm
Monday 12th April 2010 at the Council Room.

Present – Cllr Willmore (Chairman), Cllrs Boston, Carroll, Collyer, Crawford, Earp, Hicklin,
Jackson, Parker, Sharp, Smith.
Mr N Hill and Mrs J Storer

Apologies for absence were received and accepted from Cllrs Dunicliff, Moore,
Freeman, Howard

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

Matters to report

397 High Street Gardens – the hard pruning will take place in the autumn and the matter
will be removed from the agenda.

398 Market Place area – this will be deferred to the next Committee Meeting.

399 List of potholes for DCC – there have been a number of temporary repairs around
the village. Cllr Boston will report to DCC the large hole that is close to a drain on North
Street.

400 Kiosks – the Clerk's report to Full Council stated that the cost to relocate the red
telephone kiosk was prohibitive.

AGREED: to purchase the kiosk for £1 and the Parish Council will consider the
purpose/use of the kiosk once the ownership has been transferred to the Parish Council.

401 Clock – no works have been carried out yet; the Clerk will chase SDDC and Cllr
Hewlett for immediate action to be carried out.

402 Dropped kerbs at Kings Newton – Cllr J Harrison is pursuing this.

403 Parking – DCC has sent a letter acknowledging the complaint and request for
repairs. Cllr Crawford reported that white markings have been painted on the pavement
which maybe an indication that repairs are to be carried out.

404 Drainage problem at Robinson's Hill – DCC has acknowledged the Parish Council's request for works to rectify the problem. The Parish Council has also received a copy of a letter sent by Mr Dunicliff to DCC regarding this matter.

405 The smells in Kings Newton – at the site meeting held on 09/03/10, no smell was noted. The Clerk will clarify if a letter has been sent to ST.

406 The lengthsman has weeded and tidied around the Cross at Kings Newton and this matter is now closed.

407 Gritting – a discussion took place about potential liability if accidents or injury are caused as a result of gritting by an individual.

AGREED: for a request for 7 grit bins to be made to DCC in connection with its email of 15/02/10. The location of the bins was agreed and the Parish Council acknowledged that it would be liable for future maintenance and refilling the bins.

408 Overhanging tree – DCC has instructed that its Arbologist (?) inspects the tree before any action is taken.

409 Grass Verges Queensway – the matter has been reported to DCC but no response has yet been received.

410 Speeding through Kings Newton – this matter will be removed from the agenda.

411 Dog fouling – an article will be placed in the Village Voice reminding people to clear up after their pets and to report any persons that fail to do so

412 Consideration of an extension of the Fair rides (Wakes Week) – this had been discussed at the last Committee Meeting but the letter making the request will be brought to the next Committee meeting to consider any possible impact on road closures.

413 Litter – the Clerk reported on the cost of purchasing and emptying the bin on a weekly basis. A bin is required but the Clerk was requested to inform SDDC that the Parish Council has not paid for any bins to be installed within the Parish, nor for their emptying and will not do so on this occasion.

414 Hanging Baskets – the quote for the supply of 26 hanging baskets and their watering was discussed and accepted. Clarification will be sought as to whether a basket will be placed at Wall's or at the old bank. Cllr Boston passed on a request for a hanging basket to be installed further down Derby Road. The Parish Council considered the request but would not extend the number of baskets to be provided.

415 Health & Safety matters – no issues were presented

416 Castle Square Lamp post – it had been reported that the lamp post was leaning. A request is to be made to DCC to check it and ensure its safety and to carry out any necessary remedial works. Cllr Harrison had previously agreed to take this matter forward and his response is awaited.

417 Potter Street signage to the Industrial Estate – the sign needs to be relocated to direct heavy traffic away from Potter Street. DCC is to be requested to visit the site and to confirm the best route and access for the Industrial Estate.

418 Sign outside Wesley Hall – a request was made for a sign, which advised motorists that children would be coming out of the Hall and to exercise caution. DCC will be asked to advise on this along with the signage to the industrial estate.

419 Speeding on Derby Road – Cllr Boston had received a complaint about speeding along Derby Road. The Parish Council considered that speeding is a common complaint throughout the Parish but was not in a position to take action.

420 Rubbish on Queensway Park – this will be referred to the Clean Team with particular attention being paid to the hedge bottoms.

421 Railings at Woodhouse have not been replaced after repairs were made to a water leak. DCC are to be asked to attend to this.

422 A Parishioner had reported that a sign at Potter Street blocks off a nice feature on the street and should be removed.

423 Cllr Hewlett had reported at the Parish Council meeting on 06.04.10 that there were Dog Fouling notices on several lamp posts within the Parish but that the fine level was not consistent. The Clerk will make a request to SDDC for uniformity of the notices and fine levels.

424 Bus stop signs – on Station Road the lamp posts have bus stop signs on them but there is no longer a bus service on Station Road. DCC are to be asked to remove the signs.

425 Mowing Contract – no quotes have been received and Bloomtime will be asked to proceed with the mowing for this season.

426 Cllr Willmore will make a list of the land that the Parish Council owns. The matter of whether to then register these areas with the Land Registry will be made at the next meeting.

Date of next meeting 10th May 2010 at the Council Room

Committee 2 – Highways and Street Lighting
Cllr P Willmore – Chairman

Recreation and Amenities

Minutes of a meeting of the Recreation and Amenities Committee held at 8.40pm
Monday 12th April 2010 at the Council Room.

Present – Cllr Jackson (Chairman), Cllrs Boston, Carroll, Collyer, Crawford, Earp, Hicklin, Parker, Sharp, Smith, Willmore.
Mr N Hill and Mrs J Storer

Apologies for absence were received and accepted from Cllrs Dunicliff, Moore, Freeman, Howard

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

207 Lothian Gardens – Instructions have been given to Mr T Cole to carry out the repairs.

208 Damaged Pavilion fence – the papers to make an application to the County Court have been received. Cllr Jackson will make enquiries with his own solicitor as to whether any action can be brought against youths and bring this advice back to the Parish Council.

209 Lettings – A request has been made for the use of the pitches and a meeting will be held with the various sports clubs to try to accommodate those clubs that involve young people of Melbourne.

210 Levelling of rugby pitch – this matter has now been passed to SDDC to coordinate. Mr Hill reported that Mr Burdett was not keen to attend a meeting with the Parish Council but would seek permission from his line manager.

211 Lime Tree – this tree will need to be reviewed and Cllr Willmore will view it and report back to the next meeting.

212 It was reported that during a football match, a footballer went through a gate in a hedge to retrieve a ball that had been knocked into a neighbouring garden and that this gate had been allegedly been damaged. The matter is being dealt with directly between the football club and resident.

213 Cockshut Lane swings – the swings have been removed by SDDC as it considered there to be a health and safety issue with trees planted near to the safety surface. Cllr Harrison is involved and a request is made that the swings are returned. The Clerk was instructed to write a strong letter to SDDC.

214 Levelling of the rugby pitches – Cllr Crawford sought clarification about the levelling of the rugby pitch.

215 Health & Safety – no issues are aware of.

Date of next meeting 10th May 2010 at the Council Room

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 12th April 2010 at the Council Chamber.

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

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

Matters to report

178 Manager – report noted – special charge rate for St Michaels Players in October and Historical Research Group in July for block bookings

179 Signing off works in connection with lease – chase up SDDC

180 Recharge of services to SDDC from April 1– 50%gas from April, elec from sub meter to library and water rates on ground area – telephone Severn Trent for refund of water rates based on previous correspondence

181 Request from SDDC status of discussions with community group

182 Filing cabinet to remain in Library

183 Locking of Toilets and Lothian Gardens –Clerk and committee chairmen to meet with staff

184 Health and Safety – investigate ways of making stage safer and more stable, a replacement or the possibility of hire in view of the times it is used

Date of next meeting – 9.00pm Monday 10th May 2010 at The Council Chamber

Committee 4 - Leisure Centre.
Cllr Nigel Collyer- Chairman

Planning

Minutes of a Planning Meeting held at 9.30pm Monday 12th April 2010 at the Council Chamber

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

Plans considered no objection

256B variation of condition 2 of permission 9/2009/256B 29 Church Street

310FH erection of extensions at 16 Windsor Avenue

316NO erection of a storage building at Station Yard Station Road

306TC felling and pruning of trees at Huntingdon House Penn Lane

265FH installation of a boiler flue at 47 Blanch Croft

266L internal alterations to accommodate a new boiler and the installation of an external flue at 47 Blanch Croft

321NGF erection of two buildings to serve as a wood store and garage maintenance building at F E Toon Station Yard Station Road

SDDC Planning Approvals

0020U change of use from office to dwelling at 29 Market Place

0013FH erection of a detached garage at 18A Ashby Road

0031NO erection of a building to provide bedrooms civil ceremony room and garage at Melbourne View Hotel Ramsley Fields

0057FH erection of a detached structure at 4 Church Street

0067FH extension at 11 Blanch Croft

0069FH retention of a 15 metre amateur radio mast at 38 Queensway

0071L extension and internal alterations at 11 Blanch Croft

0082TC felling of conifers and pruning of a Eucalyptus at 1-3 Derby Road

0106FH extension 16 Ashby Road

0118TC felling and pruning of trees at Melbourne Hall

0127FO detached dwelling and single garage at 14 Grange Close

0128FH extension and replacement walls to Dutch barn at Derby Hills House The Common

Committee 5 Planning

Cllr David Smith - Chairman