

# MELBOURNE PARISH COUNCIL

Clerk F N Hill  
4 Beaumont Close  
Barrow on Trent  
Derby DE73 1HQ

01332 703745 home  
01283 493809 work

[normanh@hodgsonfabrication.co.uk](mailto:normanh@hodgsonfabrication.co.uk)

30th August 2005

To Chairman and Members of Melbourne Parish Council  
Cllr Carroll Christie Collyer Dunnicliff Freeman Hatton Hicklin Jackson Lawton Moore  
Sharp Smith Statham Willmore and Wood

Dear Councillor

Please attend the Meeting of Melbourne Parish Council to be held at 7:30pm on Tuesday  
6<sup>th</sup> Sept 2005 at the Jubilee Lounge, Bill Shone Leisure Centre, High St, Melbourne.

Yours faithfully

Norman Hill  
Parish Clerk.

## PUBLIC PARTICIPATION

- 1 Police
- 2 Public maximum 15 minutes
- 3 DCC and SDDC matters Cllrs Carroll and Harrison 15 minutes

## AGENDA

### Part 1 Non- exempt information

1. To receive apologies for absence
- 2 Declaration of Members interests
- 3 To confirm the Non-Exempt Minutes of the Meeting held on July 5th 2005 (previously circulated).
- 4 To determine which items if any from Part 1 of the agenda should be taken with the 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
- 5 Reports of the Committees  
Burial

Highways and Street Lighting  
Recreation and Amenities  
Leisure Centre

6 Financial Matters – note receipts of £16272.73 and approve payments of £20746.79 for August and September 2005

7 Chairman's Remarks  
Village Appraisals and Parish Plans  
Parish Council newsletter, first steps towards obtaining Quality Status  
Need for new notice boards at Potter Street and Leisure Centre  
A modern style of heading on Council paper  
Councillors training

8 Reports from representatives on outside organisations

|                                 |              |
|---------------------------------|--------------|
| OPWC                            | Cllr Sharp   |
| Junior School Governors         | Cllr Hatton  |
| Infants School Governors        | Cllr Smith   |
| Police Consultative Group       | Cllr Freeman |
| Airport Related Parish Councils | Cllr Hatton  |
| NWLDC Racetrack                 | Cllr Statham |
| Crime & Disorder Partnership    | Cllr Collyer |
| Lothian Gardens                 | Cllr Moore   |
| Festival                        | Cllr Carroll |

9 Clerks Report  
Approve and sign the Audit Commission Annual Return year ended 31 March 2005

10 Members items for information report and consideration.

11 Plans Considered

9 2005 0965H extension and alterations at 67 Packhorse Road

9 2005 0978FH extension and alterations at 15 Windsor Avenue

9 2005 1005FH conservatory 18 Trent Lane

9 2005 1008FH extension 1 Orchard Close

Part 2 Exempt information.

None

## MELBOURNE PARISH COUNCIL

Minutes of a Meeting of the Melbourne Parish Council held at 7:30pm Tuesday 5 July 2005 at the Bill Shone Leisure Centre High Street Melbourne.

304 Present:- Cllr B Freeman(Chairman) Cllrs Carroll Christie Collyer Dunnicliff Hatton Hicklin Jackson Lawton Moore Sharp Smith Statham Willmore The Clerk Cllr Harrison, PC Staley one Member of the Public and two Press.

305 Public Participation.

Police Matters PC Staley

One person arrested for stealing a mobile phone and two for handling, as a result of CCTV evidence.

Car stolen from Birmingham Airport used at night by 3 people in burglary at Budgens Noted the car and occupants had earlier been reported by a Spinney Hill resident.

Person carrying out assault in Public House will be going to Crown Court for sentencing as a result of breach of bail conditions.

SDDC enforcement officer has written to Adrian Earp and the Tennis Club to get their respective properties adjacent to the Lothian Gardens made safe and tidy.

A survey at Ashby Road showed 85% of motorists are exceeding the speed limit.

ASBO,s – a meeting of the Crime Reduction Group has taken place. There is an improvement in Potter Street but problems now with young people playing football until 11pm at The Crescent which could lead to the introduction on an ASBO there.

Investigations are ongoing concerning the setting fire of a car parked overnight at the Leisure Centre.

There will be parking purge in the near future.

Public.

Mrs Hardy – write to Chellaston School over pupils throwing bottles from the upstairs of their school bus at people as they pass the Junior and Infant schools at Packhorse Road.

Phil Dobbey - Melbourne Festival

made a detailed and in depth report of the expected contents of the event and how funding is progressing. Program to be finalised in August. It was agreed to pay the £750 guarantee up front to provide working capital and guarantee any losses down to the operating profit line only, but not cover bursaries or amounts set aside for the future.

Cllr Carroll - SDDC matters.

Statement of Community Involvement published for consultation prior to SDDC submission to the Secretary of State for the Environment– replies by 13 August.

The Local Development Framework, a series of Planning Folders required by the Government replaces the Local Plan which has not been approved due the illness of the inspector and a legal challenge.

The On Trent Action Plan approved in principle subject to the future evaluation of by of any detailed proposals.

Cllr Carroll is willing to provide detailed information on the above items to anyone who requires it.

Agreed to allow Community Care use of Notice Board.

Cllr Harrison

DCC Matters. Station Road traffic calming scheme. A 12 month monitoring period will be allowed after the completion of the scheme to decide if a Visual Active Sign is necessary. The 30mph sign is unlikely to be moved to the other side of the bridge but there will be advance warning signs.

Thanks to Inspector Fairbrother and Pc Staley for the speed warning signs at Ashby Road and Cockshut lane.

The library will be getting a new carpet.

SDDC matters- concerned that the Melbourne share of Sec136 money could be under threat as a result of an SDDC review to be announced at the Liaison Meeting planned for Aug 3<sup>rd</sup>.

306 Apologies none

307 Declarations of Interest – none.

308 Confirm and sign the Non-Exempt Minutes of the Meeting held on June 7<sup>th</sup> 2005 (previously circulated)

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

310 Reports of the Committees for June 2005.

Burial approved.

Highways & Street Lighting approved.

Recreation & Amenities approved.

Leisure Centre approved.

311 Financial Matters – note receipts of £3511.54 and approve payments of £6747.85 for June 2005. Accounts for year ended 31 March 2005 Receipts £105,174 and Payments £105,438 approved. Internal auditor has audited all aspects of the financial records, the results of which were very satisfactory and reports Councils administration is efficient, the systems of internal controls in place are effective and there are no matters to bring to the attention of the Council. Thanks to Clerk as RFO.  
Annual Return to Audit Commission to be signed at the 6<sup>th</sup> September meeting.

312 Chairmans Remarks -

Village Appraisal and Parish Plan. A working party consisting of all Chairmen of Committees to meet to ask/ find out what the Community wants. This is very important for Quality Status and will attract funding.

Parish Newsletter - draft by Chairman and Clerk. It is hoped Committee Chairmen will contribute on a quarterly basis.

Obtain quotations for replacement notice board at Potter Street and Centre.

Looking for a modern Council headed paper.

Councillors training to be addressed in the next months.

313 Reports from representatives to outside organisations

OPWC - Cllr Sharp – Country Market 23 July and Sunday Lunch 31 July.

Junior School Governors – Cllr Hatton – Acting Head since January has maintained the status quo. Governors report published. Are taking part in Playground Partnership Competition to fund/ enable improvements to the school grounds.

Infants School Governors- Cllr Smith-annual report about to go out.

ARPC- new name has not been as popular as expected. LCC getting more involved in seeking designation of the airport now more flights are over their area.

Racetrack - Cllr Statham – one way traffic system Moto GP weekend of 24 July.

Crime and Disorder Partnership. Write Phil Marriott at SDDC to ensure all participants are made aware of future meetings.

Lothian Gardens- Cllr Moore need higher fence for ball game area.

314 Clerks Report

Resolved not to insure CCTV or equipment at Lothian Gardens.

315 Members items for information ,report, and consideration  
Cllr Jackson- website well used and up to date.

316 Council vacancy – Mrs Elaine Wood of 97 The Woodlands co opted to Council after a secret ballot.

317 Plans considered.

9 2005 0711F alter the driveway level at 78 Victoria Street – no objection.

9 2005 0719FH extensions51 Penn Lane – no objection.

9 2005 0720L extensions 51 Penn Lane – no objection.

9 2005 0733FH paint rendering at The Hermitage Penn Lane Dorset Cream – no objection.

9 2005 0756FH erection of a conservatory at The Stackyard Castle Street –no objection

9 2005 0732U retention of use as office accommodation of the first floor premises at 55 Derby Road –no objection

9 2005 0760FH extensions and alterations at 58 Victoria Street – no objection

Part 2 Exempt information- none

MELBOURNE PARISH COUNCIL

Minutes of a meeting of the Burial Grounds Committee held at 7:00pm Monday 11<sup>th</sup> July 2005 at the Grounds then at the Council Chamber.

Present:- Cllr M Sharp (Chairman) Cllrs Dunnicliff Hicklin Moore Smith Statham Willmore Wood and the Clerk.

Apologies – Cllrs Collyer, Freeman, Jackson and Lawton.

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

Matters to report to Council.

169 Grounds- inspected and in good order.

170 Chapel – sink and base unit need plumbing. Electric kettle purchased in preference to a water heater.

171 Headstone Safety – obtain from Cornhill Insurance action necessary to ensure continued Public Liability cover on headstones and monuments. Request Laban headstone is made safe.

172 Cemetery records – progress being monitored by Cllr Sharp.

173 Public toilets- to be kept closed at night and at weekends because of drug use.

174 Waiting repair to headstone to two children drowned in the Great Storm.

Date of next meeting 7:00pm Monday 12<sup>th</sup> September 2005 at the Cemetery Chapel.

Committee 1 Burial Grounds  
Cllr Mrs M Sharp - Chairman

MELBOURNE PARISH COUNCIL

Minutes of a meeting of the Highways and Street Lighting Committee held at 8:00pm Monday 11<sup>th</sup> June 2005 at the Council Chamber.

Present:- Cllr D Smith( Chairman) Cllrs Collyer Dunnicliff Hicklin Jackson Moore Sharp Statham & Willmore and the Clerk.

Apologies:- Cllrs Freeman and Lawton.

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

Matters to report to Council.

288 DCC Matters

Station Road traffic calming scheme – no progress, check with a Cllr Harrison in September. Cllr Smith to check for flooding at Ramsley after heavy rain. Replacement Melbourne sign from Derby direction requested..

Request repairs to tarmac at the Turnbarrel.

289 SDDC Matters

Agree to provide bin at Castle Lane end of The Turnbarrel. Again report signs at KingsNewton Corner and Robinsons Hill /Cockshut lane removed.

290 Christmas lights arranged meeting 20 July at Leisure Centre with MBA to discuss letter to Cllr Freeman regarding events at Late Night Shopping and installation of Christmas Lights..

291 High Street Green Area. Four schemes provided by garden designer. NEMA will pay for all or part depending on the cost. Write to Thomas Cook UK for sponsorship.

292 Sustrans waiting DCC to draw up plans for ramped access at Station Road.

293 Illegally parked vehicles. PC Staley to issue tickets.

294 Car Parking. Request meeting with PC Staley and DCC expert in traffic control to discuss parking problems. Noted there are no Pay and Display parking schemes in South Derbyshire.

295 Request PC Staley checks traffic speeds through Kings Newton.

296 Riding of bikes in Twitchells. Obtain the law from PC Staley.

297 Reported conifers overhanging at Victoria Street

Date of next meeting 8:00pm Monday 12th Sept 2005 at the Council Chamber.

Committee 2 - Highways and Street Lighting.

Cllr D Smith – Chairman.

MELBOURNE PARISH COUNCIL

Minutes of a meeting of the Recreation and Amenities Committee held at 8:00pm  
Monday 18 July 2005 at the Council Chamber.

Present:- Cllr A Jackson (Chairman) Collyer Dunnicliff Freeman Hatton Hicklin Sharp  
Smith Statham Willmore Wood and the Clerk  
Apologies Cllrs Collyer & Moore

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

Matters to report to Council.

138 Replacement swings – work started.

139 Lothian gardens – ROSPA safety check completed, Cllr Jackson to report  
requirements to next meeting. Obtain wooden seat to match one repaired. Make safe  
loose matting with metal brackets. Write to Tennis Club and SDDC Enforcement Officer  
over state of tennis court and surrounds. Obtain quotation for netting over goal posts to  
prevent the ball going into private property.

140 Summer sports facilities supplied by SDDC. Plans and advertising in place..

141 Position of fence to new property at Hope Street being checked to site plan. Inform  
developers and obtain opinion of surveyor.

142 Ground maintenance – car park grading and pitch maintenance completed by T H  
Heath.

143 Pavilion maintenance – repairs completed by Trent Builders to satisfaction of  
Chairman and Clerk.

Date of next meeting 7:00pm Monday 19<sup>th</sup> Sep 2005 at the Recreation Grounds Pavilion.

Committee 3 Recreation and Amenities.  
Cllr A Jackson Chairman



MELBOURNE PARISH COUNCIL

Minutes of a meeting of the Leisure Centre Committee held at 8:30 pm Monday 18<sup>th</sup> July 2005 at the Council Chamber.

Present:- Cllr P Willmore (Vice - Chairman) Cllrs Dunnicliff Freeman Hatton Hicklin Jackson Sharp Smith Statham Wood and the Clerk

Apologies – Cllrs Collyer 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 to Council.

143 Health & Safety- manager and cleaner waiting results of Food & Hygiene course.

144 Managers report.

Heating for old woodwork room.. Cllr Willmore to investigate suitable electric heaters. Inform SDDC we are unable to consider contents of letter dated 27 June from Chris Mason until effect of new arrangements for Sec 136 are known.

145 Repairs - SDDC to repair ceiling at entrance to Library.

146 Car Park – new coping stone to pillar still required.

147 Entertainments Licence – received.

148 Rates appeal – Cllr Willmore and the Clerk to work on Discretionary rate appeal.

149 Melbourne Festival - Clerk and Chairman to calculate a special price.

150 Decoration of ceiling in Bar to be reconsidered at next meeting.

Date of next meeting – 8:30pm Monday 19<sup>th</sup> Sept 2005 at The Council Chamber.

Committee 4 - Leisure Centre.  
Cllr P Willmore Vice- Chairman

MELBOURNE PARISH COUNCIL

Minutes of a Planning Meeting held at 7.30pm Monday 18<sup>th</sup> July 2005 at the Council Chamber.

Present - Cllr B Freeman (Chairman) Cllrs Dunnicliff Hatton Hicklin Jackson Sharp Smith Statham Willmore Wood and the Clerk.

Apologies- Cllr Collyer and Moore

Plans considered.

9 2005 0783FH erection of a porch at 25 Oaklands Way– no objection

9 2005 0790FH replacement windows at 18 Station Road – no objection

9 2005 0809L internal alterations in the hallway Chantry House KN – no objection

9 2005 0813FH repainting of the front elevation of Melbourne Post Office - no objection

9 2005 0749FH replacement windows at 12 South Street – no objection

9 2005 831TC felling of a pear tree at the Lilypool – no objection

9 2005 0827TP pruning of a lime tree at 79 Main Street KN – no objection.

9 2005 0835FH replacement front door at 25 Blanchcroft - no objection

Other Matters

Agree to support Barrow on Trent PC at SDDC Liaison Meeting on 3 August to urge SDDC allow Parish Councils to speak at SDDC Planning Meetings.

Committee 5 Planning  
Cllr B Freeman (Chairman)