

Minutes of the meeting of Melbourne Parish Council held at 7.00pm on 13 March 2017 in The Chapel, Melbourne.

Present: Councillors Lewin (in the chair), Brailey, Hawley, Johnson, Kemp, Spence and Lee.

Members of the public present: **0**

1. Apologies – Apologies were received from Councillor Cooper.

2. Declarations of interest – No declarations were made.

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3. Minutes of the meeting held on 9 January 2017 - Agreed – that the minutes of the meeting held on 9 January 2017 be approved as a correct record and be signed by the Chairman.

4. Matters arising from the minutes –

- a. **Minute 24a** – ERYC had now installed a salt bin at the end of Campey Lane/Ash Lane.

5. Public Meeting – HGVs through the village – the Parish Council was still waiting for an action schedule from ERYC. The clerk will chase this up with ERYC and will put it on the website and notice board once received.

6. Notice of Vacancy for Parish Councillor – The deadline to call an election was 17 March. Councillors discussed how closer ties with the primary school council could be developed. It was agreed the Parish Council would hold a future meeting at an earlier time and invite representatives from the school council.

7. Month end financial report – The Clerk would clarify the arrangements for governance of annual audits from 2017/18 onwards.

8. Approval of cheques paid and for payment – the following payments were approved:

- a. Clerk's salary (Dec 16 – Feb 17) – £996.80
- b. Payment to HMRC of Clerk's tax (Dec 16 – Feb 17) - £443.06

Resolved – that the payments above be approved.

9. Planning application consultations – four planning applications had been received:

- a. 17/00059/PLF Ashwood, Main Street - Proposed introduction of a new dormer window situated between two existing dormer windows –no comments.
- b. 17/00221/PLF Hazeldene Main Street - Erection of single and two storey extension following demolition of existing single storey extension, installation of 4 roof lights in existing roof, alterations to windows and creation of new entrance door – no comments.
- c. 17/00198/PLF 3 Jubilee Terrace Main Street - Erection of dwelling with detached garage following partial demolition of 3 Jubilee Terrace, erection of single storey extension to rear and external alterations to 3 Jubilee Terrace and creation of a shared vehicular access – no comments.
- d. 17/00256/PLF Land West Of 10 Campey Lane - Change of use of agricultural land to domestic curtilage – no comments.

10. Planning Application Notices

- a. 16/03841/PLF – Rosedale, Main Street, Erection of single storey extension to side and two storey extension to rear following demolition of existing garage and outbuildings and alterations to existing roof to create additional living accommodation at first floor level – Approved subject to conditions

11. Melbourne Parish Council Aims and Objectives – thanks were given to Councillor Cooper for the work he had done on the Parish Council aims and objectives. It was agreed the Parish Council would publish details of matters it had considered and the difference it had made approximately every six months.

Agreed – that the aims and objectives be approved, subject to minor changes discussed at the meeting, and be published on the website.

12. Grant Application Form and Covering Letter – thanks were given to Councillor Cooper for the work he had done on the grant form and letter.

Agreed - that the grant application form and the covering letter be approved, subject to minor changes discussed at the meeting, and be published on the website.

13. Melbourne Playing Field Association (MPFA) – Purchase of Play Equipment – the Parish Council discussed MPFA's hard work which had led to them raising significant funds for new playground equipment. The Parish Council was keen to work with them to help achieve their outstanding goals. It was agreed the Parish Council would invite representatives to a future meeting to present what they have achieved and how they would use any additional funds they were able to raise.

Agreed – that the Parish Council write to MPFA commending them on their recent achievements in raising funds for new playground equipment and inviting them to attend a future meeting of the Parish Council to discuss ways of working together.

14. Hedge Cutting Debris – Rossmoor – the Parish Council considered a complaint from a parishioner about debris left on the road following hedge cutting in the parish. The Parish Council sympathised with the parishioner and agreed to monitor the situation.

15. Naming of New Roads – the Clerk had contacted ERYC to request it keep the name Floyd Close on record as a road name as part of the new building developments in the village.

16. Correspondence – the Parish Council noted the items of correspondence received since the last meeting, in particular:

- a) Road closure on Bridge Lane – the road would be closing 8 – 19 May on week days from 8am – 4pm. It was agreed the Parish Council would write to the Canal Society to ask ERYC to ban HGVs from that road.
- b) Sports England grant. This had already been passed to MPFA for their consideration. Councillor Spence agreed to talk to MPFA to offer the Parish Council's support if they chose to submit a bid.
- c) ERYC Draft Statement of Community Involvement consultation – Councillor Spence confirmed she had submitted a response on behalf of the Parish Council.
- d) Allerthorpe Golf Course Planning Application for a static caravan site – the Parish Council made no comment.

17. Outstanding actions – none.

18. Councillors' Forum –

- a) School – parents' parking. Councillor Brailey said the school told parents regularly not to park dangerously or inconsiderately. However, ultimately it was a Police matter and not the responsibility of the school or Parish Council. Councillor Brailey agreed to mention the issue again to the school.
- b) Emergency Plan had now been updated. Councillor Spence would email this to councillors for comments.
- c) Matrix speed signs not working correctly – Councillor Spence would follow this up.
- d) Councillor Spence announced her resignation. The Chairman thanked her for all her hard work.

19. Date and time of next meeting – 15 May 2017 at 7pm at The Chapel.

The meeting finished at 9pm.