

**Melbourne Parish Council**  
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Minutes of the meeting of Melbourne Parish Council held at 7.00pm on 13 November 2017 in the Village Hall, Melbourne.

Present: Councillors Lewin (in the chair), Cooper, Braidley, Hawley, Johnson, Kemp, Lee and Tomalin.

Councillor Rudd was also present.

Members of the public present: **2**

**Public Forum – No matters raised.**

**17/71 Apologies – None.**

**17/72 Declarations of interest –** Councillors Johnson and Tomalin declared a personal interest in Minute 17/88.

**17/73 Minutes of the meeting held on 11 September 2017 – Agreed –** that the minutes of the meeting held on 11 September 2017 be approved as a correct record and be signed by the Chairman.

**17/74 Matters arising from the minutes –**

- (a) Minute 17/49 The Clerk would ask East Riding of Yorkshire Council (ERYC) for an update on whether work would be done to Kidd Lane;
- (b) Minute 17/53 The Clerk had written to SA Underwood cancelling the contract for maintenance work to the parish's footpaths; and
- (c) Minute 17/67 Councillor Tomalin had attended the Code of Conduct training at County Hall.

**17/75 Appointment of new councillor –** a by-election had not been called. Therefore the vacancy on the parish council could be filled by co-option. The vacancy had been advertised and one application had been received from Mr Paul Breeze, a parishioner of Melbourne. **Agreed unanimously - that Mr Paul Breeze be co-opted onto Melbourne Parish Council.**

**17/76 HGVs through the village –** The Chairman had received an email from ERYC stating it had acquired quotes for the HGV and through surveys to determine the routes used by HGVs in and around Melbourne. The surveys would help gauge the impact of a potential weight limit covering Melbourne on other routes/villages. This has now been commissioned and the surveys were planned to be done later in November.

After the results were available, if they supported a weight restriction, ERYC would draw up the proposal and consult with parishes on the weight limit and then follow the Traffic Regulation Order process. The Council had set aside budget to undertake this.

The Clerk confirmed she had spoken to ERYC about the signage to the M62 and ERYC had said it would not change this as the signs indicated the most direct route. However, ERYC had agreed to update the road signs in the parish to ensure they were accurate. By doing this, it would help to reduce the number of HGVs through the village. **Agreed – that the Clerk work with ERYC to ensure accurate and up to date signage in the parish.**

**17/77 Yorkshire Water –** Councillors discussed the latest remedial work being carried out by Yorkshire Water in the village. Concerns were raised about the effect the new houses would have on the sewage system and whether it would be able to cope with the additional properties. The Clerk had received an email from the Clerk of Sutton upon Derwent Parish

Council highlighting the problems the village was facing following the erection of new housing and the associated effect this could have on Melbourne which shared a mains sewer with Sutton. **Agreed – that members of the Parish Council and Mr Walker email the Chairman with comments about current and potential issues with the sewage system in the village and the Chairman collate the comments and write to Yorkshire Water, ERYC, Ofwat and Sir Greg Knight MP to highlight the issues.**

**17/78 Speed Indicator Devices (SIDs)** – The Clerk, Chairman and Vice-Chairman had met with a Highways Officer from ERYC. The Officer had stated ERYC had no record of payment being made by the Parish Council for the SIDs nor of any maintenance payments since the SIDs were installed in 2012. The cost of the SIDs was £6,520 and the maintenance was £600 a year.

The Clerk had checked the accounts and found two cheques had been issued to purchase the SIDs. ERYC had said, however, that it only had a record of one payment of £1,000 being made. Therefore, it stated the Parish Council still owed it £5,520. The Clerk had requested a copy of the missing cheque from the bank.

The Clerk had found no record of the Parish Council making any maintenance payments. Further discussions would take place with ERYC about this matter. In the meantime, the SIDs were on ERYC's schedule of maintenance as they were currently out of service.

**17/79 Grant applications received** – The Council had received five grant applications from local groups. **Agreed – that the following grants be approved:**

1. **Bowls Club - £1,000 towards the cost of purchasing new mowing equipment for maintenance of the green.**
2. **Scouts and Scout Hut - £500 towards the cost of replacing the old wooden entry doors with steel ones.**
3. **Village Hall - £500 towards the cost of new thermal lined curtains.**
4. **Cricket Club - £250 to purchase a new match board.**
5. **Sports and Playing Fields Association - £850 to pay for grass cutting in 2018/19 and £350 to purchase a rotary mower.**

**17/80 Adoption of the telephone box** – **Agreed – that the payment of £2 to adopt the telephone box be approved.**

**17/81 Town and parish council name bank** – ERYC had asked that parish councils inform them of names with a local connection which could be used to name future roads in the parish. **Agreed – that the Clerk inform ERYC the following two names be put forward: Floyd and Adams (in memory of parishioners of long standing in the parish).**

**17/82 Annual estimate of rough sleepers** – ERYC had asked parish councils to inform it of the numbers of rough sleepers on the night of 22 November 2017 as part of the annual nationwide survey. It was agreed the Clerk would do this.

**17/83 Planning applications received - 17/03384/PLF 7 Melbourne Park** – no objections.

**17/84 Planning notices received** – Noted.

**17/85 Western Parishes Liaison Group meeting feedback** – The Vice-Chairman fed back on the meeting he had attended with the Clerk on 26 September 2017. **Agreed – the Clerk would request the village hall and chapel stock some Health through Warmth referral forms.**

**17/86 Requests for payment** – **Agreed – that the following be approved for payment:**

- a. **PKF Littlejohn Annual Audit - £120.**

**17/87 Month End Financial Report** – the Clerk confirmed the current balance stood at £19,153.69.

**17/88 Correspondence** - the Parish Council noted the items of correspondence received since the last meeting, in particular:

- (a) ERNLLCA Newsletter September 2017 – parish councils were informed it was not lawful to comment on planning applications other than at a formally convened parish council meeting. **Agreed – that the Clerk draw up the terms of reference for a Planning Sub-Committee to consider planning applications whose deadline for comments was before the next Parish Council meeting. Membership to be Councillors Lewin, Cooper and Johnson.**

**17/89** Outstanding actions – none.

**17/90** Councillors' Forum:

- a. That Councillor Braidley and the pupils of Melbourne Primary School be thanked for his work with Melbourne Primary School in designing posters discouraging dog fouling for the village
- b. It was agreed the efforts of the two members of the Playing Field Association who had raised significant amounts of money for new play equipment should be recognised.
- c. Left Corner of St Monica's – fence been taken away and footpath crumbling away on the garden side – Clerk to report
- d. Emergency Planning Number 01482 393099 – for flooding or any major disaster
- e. Item on the Parish emergency plan to be put on January's agenda
- f. The Village Hall Chairman had written to the Parish Council to ask its views on having one joint public facility in the village. It was agreed the Clerk would feedback to the Village Hall Chairman the suggestion he arrange for all parties involved to meet to discuss common ground and future business plan.

Meeting closed at 9:30pm

**17/91** Date and time of next meeting – Monday 8 January 2018 in The Chapel.