

MELBOURNE PARISH COUNCIL

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DATE: 12<sup>th</sup> December 2014

To: The Chairman and Members of Melbourne Parish Council

Dear Councillor

You are summoned to attend the meeting of Melbourne Parish Council which will be held on **Tuesday 6<sup>th</sup> January 2015 at 7.30pm** in The Lounge, Melbourne Assembly Rooms, Melbourne.

**Members are asked to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.**

Yours sincerely

Jacqui Storer  
Clerk to the Parish Council

AGENDA – ORDINARY PARISH COUNCIL MEETING

PART I – NON CONFIDENTIAL INFORMATION

- 1 To receive apologies for absence.
- 2 Variation of Order of Business
- 3 Declaration of Members Interests.

Please Note:-

- (a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken

- (b) Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (d) of Public Speaking.
- 4 To grant any dispensations following declaration of interests
- 5. Public Speaking – Total of 15 Minutes
  - (a) A period of not more than 3 minutes will be made available for members of the public and Members of the Council to comment on any matter.
  - (b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.
  - (c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage.
- 6. To approve the Minutes of the Meeting held on 2nd December 2014 (Copy attached)
- 7. To receive reports from the Committees and Working Parties
  - Facilities Committee
  - Telephone Kiosk Working Party
  - Christmas Event Working Party
  - Neighbourhood Development Plan Working Party
- 8. 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: -  
*"In view of the confidential nature of item .... to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item."*
- 9. Chairman's Announcements and Reports.
  - 9.1 For the Chair of the Parish Council to present any reports and/or amendments
  - 9.2 For the Chair of the Parish Council to report on matters discussed during the public participation section as appropriate

10. Report of the Clerk (previously circulated)
11. Reports from representatives on outside organisations
 

Senior Citizens Centre	Cllr Sharp
Infant School Governors	Cllr Smith
Safer Neighbourhood	Cllr Smith
Education for Melbourne Festival	Cllr Minifie
Sporting Partnership	Cllr Carroll
Athenaeum	Cllr Jackson
Assembly Rooms	Cllr Butler
Donington Park Liaison Committee	Cllr Howard and Cllr Carpenter
	Cllr Parker
12. Correspondence
  1. DALC – Various Circulars
  2. SDDC – Summer Holiday Provision – 27/07/15 - 04/09/15
  3. MSP – Minutes of the November meeting
  4. SDDC – Re-launch of Community Partnership Grant
  5. Mr F Hughes – Seeking update on the CCTV
13. Finance
  - (a) Accounts for Payment – see Finance sheet
  - (b) Risk Assessment update
  - (c) To consider the 2015/16 budget and to set the precept for 2015/16
14. To consider Planning Applications
15. Public Toilets update & Defibrillator
16. To adopt the Share Parental Leave Policy
17. Consultations for consideration
18. To consider the lease between Melbourne Parish Council and SDDC
19. CCTV
20. Items for information only
21. Date for Committee meetings and 2015 Parish Council meetings

Burial

Facilities

Highways

Planning & Strategy

**22. To move the following resolution - "That in view of the confidential nature of the business about to be transacted (in respect of the personal situation of an employee which could result in legal proceedings) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw."**

Dr Freeman Award 2015