

MELBOURNE PARISH COUNCIL

Mrs J Storer (Clerk to the Parish Council)  
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DATE: 29<sup>th</sup> September 2015

To: The Chairman and Members of Melbourne Parish Council

Dear Councillor

You are summoned to attend the Ordinary meeting of Melbourne Parish Council which will be held on **Tuesday 6<sup>th</sup> October 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 (c) 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) To receive a flooding update/STW update
- (d) 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 1<sup>st</sup> September 2015 (Copy attached)
7. To receive reports from the Committees and Working Parties
- Highways Committee 14<sup>th</sup> September 2015  
Burial Committee 14<sup>th</sup> September 2015  
Facilities Committee 14<sup>th</sup> September 2015  
Telephone Kiosk 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.
- a) For the Chair of the Parish Council to present any reports and/or amendments
- b) For the Chair of the Parish Council to report on matters discussed during the public participation section as appropriate

10. To receive the report of the Clerk (previously circulated)
11. To receive a report on the Great British High Street Competition (Cllr Hudson)
12. Reports from representatives on outside organisations
  - Senior Citizens Centre
  - Infant School Governors
  - Safer Neighbourhood
  - Education for Melbourne
  - Festival
  - Sporting Partnership
  - Assembly Rooms
  - Donington Park Liaison Committee
  - Grays, Green & Adcock Charity
13. Update on the Cockshut Lane sports development (Cllr Jackson & Clerk)
14. Healthy Towns (Cllr Carroll)
15. Parish Council assets
  - a) Public Toilets
  - b) Chapels
16. Correspondence
  1. DALC – Various Circulars
  2. ICCM – The Journal Autumn 2015 issue
  3. SDDC – Sustainability Appraisal Addendum (consultation dates 28.08.15 – 12.10.15)
  4. DCC – Notification that the sinking pavement between the Post Office and Estate Agent has been repaired.
  5. SDDC – Advising that a Rugby Session to be held over the October half term
  6. SDDC – Confirmation of transfer of the public toilets to the ownership of the Parish Council
  7. DCC – Proposed changes to the minor maintenance scheme (deadline November 2015) *copy sent to Footpaths Group*
  8. Mr B Thomas – Advising of condition of public footpath at Kings Newton.
  9. Mr C Godfrey – Querying the price of a memorial plaque
  10. SDDC – Open Spaces consultation (deadline 11<sup>th</sup> October 2015) *previously circulated*
  11. DCC – Equality Impact Questionnaire (deadline 2<sup>nd</sup> October 2015) *previously circulated*
  12. SDDC – Invitation to the Chair's Civic Service

17. Finance

- (a) Accounts for Payment – see Finance sheet
- (b) Receipts
- (c) Risk Assessment update

18. To consider Planning Applications

9 2015 0771 – The erection of an extension to form a garage at 140 Packhorse Road, Melbourne  
NO OBJECTIONS

9 2015 0776 – The felling of a tree within the conservation area at Four Gables, 14 Castle Mews, Melbourne  
NO OBJECTIONS

9 2015 0799 – The proposed removal of existing conservatory and erection of rear lean to roofed kitchen/dining extension at 25 Trent Lane, Kings Newton  
NO OBJECTIONS

9 2015 0685 – The retention of an extension to the warehouse at unit 8, Castle Lane, Melbourne  
NO OBJECTIONS

9 2015 0818 – The felling of a tree at 83 Castle, Street, Melbourne  
NO OBJECTIONS

9 2015 0826 – The pruning of a tree at 21 Church Street, Melbourne  
NO OBJECTIONS

9 2015 0842 – The demolition of existing semi-bungalow and garage block at 20 Market Place, Melbourne  
NO OBJECTIONS

9 2015 0804 – The replacement of 3 front windows at 4 The Mews, Melbourne  
NO OBJECTIONS

9 2014 1141 – Outline application (all matters except for access to be reserved) for the residential development of up to 44 dwellings and details means of access on land at SK3825 9087, Jawbone Lane, Melbourne  
REASON FOR RECONSULTATION: Reduction in the number of dwellings proposed from 66 to 44 and revised masterplan.

19. Consultations for consideration

- a) SDDC – Sustainability Appraisal Addendum (consultation dates 28.08.15 – 12.10.15)

b) DCC – Proposed changes to the Minor Maintenance Scheme (consultation ends 20.11.15)

c) SDDC – Open Spaces consultation (deadline 11<sup>th</sup> October 2015)

d) DCC – Equality Impact Questionnaire (deadline 2<sup>nd</sup> October 2015)

20. Items for information only – no action to be taken

a) Advice on forthcoming meetings and training

b) Councillors reports for information purposes only

21. Date for the Parish Council and its Committee meetings 2015

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.”**

a) Christmas trees quote

b) Honours Board quote

This information is confidential and will be provided at the meeting.