

MELBOURNE PARISH COUNCIL

Mrs J Storer (Clerk to the Parish Council)
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DATE: 25th January 2016

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 2nd February 2016 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) 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 5th February 2016 (Copy attached)

7. To receive reports from the Committees and Working Parties

Highways Committee 12th January 2016
Finance Committee 12th January 2016
Burial Committee 25th January 2016
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. 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

12. Parish Council assets

- a) Public Toilets
- b) Chapels

13. Governance
CCTV Policy

14. Correspondence

- 1. DALC – Various Circulars
- 2. Alexander Bruce – proposal for the public toilets area
- 3. DCC – Confirmation that instructions have been issued to repair the pothole on South Street
- 4. DALC – Responses invited to the HM Treasury Autumn Statement and Budget
- 5. SDDC – Consultation on Open Spaces (deadline 26th Feb 2016)
- 6. Annabel Roberts – 26 High Street, proposal for the public toilets
- 7. Mrs Holland – request for the Wakes to be held between 10th-18th October 2016

15. Finance

- (a) Accounts for Payment – see Finance sheet
- (b) Receipts
- (c) To receive a report from the Clerk of actual expenditure to budget
- (d) Risk Assessment update
- (e) To set the precept for 2016/17
- (f) To resolve to operate online banking and to complete the mandate

16. To consider Planning Applications and matters

a) Planning applications

9 2015 1188 – The erection of extensions at 18 Penn Lane, Melbourne
NO OBJECTIONS

9 2015 1195 – The erection of an extension at 28 Melton Avenue, Melbourne
NO OBJECTIONS

9 2015 1057 –The erection of extensions and the rendering of the exterior at 22 Trent Lane, Kings Newton
NO OBJECTIONS

9 2016 0028 - extension and alterations to existing outbuilding form ancillary accomodation and the insertion of a window to dining area of kitchen at 60 Ashby Road, Melbourne
NO OBJECTIONS

17. Consultations for consideration

a) SDDC – Consultation on Open Spaces deadline = 26th February 2016)

b) SDDC – Community Forum Consultation Event – Sainsbury's Waste less; save more initiative (deadline = 27th February 2016)

c) SDDC – Charitable Collection Policy (deadline = 18th March 2016)

d) SDDC – Part 2 Local Development Plan (Deadline = 12th February 2016)

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

a) Advice on forthcoming meetings and training

None advised

b) Councillors reports for information purposes only

19. Date for the Parish Council and its Committee meetings 2016

Burial

Facilities

Highways

Finance

Strategy

20. 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) Staffing Update
- b)Dr Freeman Award 2016 (list of nominations are after the Clerk’s Report)
- hc)To consider the quote to erect and dismantle the flags celebrating St Georges Day and the Queen’s 90th birthday.
- d) To consider the quotes for the annual CCTV maintenance