

MELBOURNE PARISH COUNCIL

Mrs J Storer (Clerk to the Parish Council)
Tel: 07734 939292

Email: Melbourneclerk@aol.com

DATE: 22nd March 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 5th April 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 1st March 2016 (Copy attached)

7. Governance

- a) Co-option of a Parish Councillor

8. To receive reports from the Committees and Working Parties

Planning & Strategy Committee – 7th March 2016
Burial Committee – 7th March 2016
Highways Committee – 7th March 2016
Telephone Kiosk Working Party
Neighbourhood Development Plan Working Party

9. 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.”

10. Chairman’s Announcements and Reports.

- a) For the Chair of the Parish Council to report on any events attended.

11. To receive the report of the Clerk (previously circulated)

12. Reports from representatives on outside organisations

Senior Citizens Centre
Infant School Governors
Safer Neighbourhood
Melbourne Festival
Sporting Partnership
Assembly Rooms
Donington Park Liaison Committee
Grays, Green & Adcock Charity

13. Parish Council assets

- a) Public Toilets
- b) Chapels

14. Correspondence

- 1. DALC – Various Circulars
- 2. Griselda Kerr – Invitation to attend a lecture on 13th April 2016; on British & Muslim: communal Living or Parallel Lives
- 3. Mr K Putnam – email to advise of his intention to start a petition about parking on Potter Street.
- 4. Clerks & Councils Direct
- 5. Richard Heath – conveying his gratitude and sincere thanks for the Dr Freeman award
- 6. SDDC – update on request to repair wall lights and reinstate white lines at the MARS carpark
- 7. Q&A Site Services – Requesting permission to metal detect areas in Melbourne Parish
Reply has been that the Parish Council owns very little land, and permission would not be granted to detect at the Cemetery. All other land is in private ownership and the company would have to seek each individual private landowner's permission to detect.

15. Finance

- (a) Accounts for Payment – see Finance sheet
- (b) Receipts
- (c) To approval the changes to the Financial Regulations
- (d) Risk Assessment update

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 2016 0212 – Proposed single storey rear extension, with eaves of 2.4metres and maximum height of 4.0 metres extending 5.8 metres dom the rear wall at 57 South Street, Melbourne
NO OBJECTIONS

9 2016 208 – The erection of a garden shed at 58 Ashby Road, Melbourne

Appeal

9 2015 0875 – The conversion of existing two storey barn to a dwelling at the Old Barn, Cockshut Lane, Melbourne
Appeal Starting Date: 08/03/2016

17. To review the recent situation regarding the problem with the water supply on 11th March 2016 and to agree upon any action to be taken

18. Consultations for consideration

a) DCC – Consultation on funding of Buses providing social care (deadline = 24th April 2016)

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

a) Advice on forthcoming meetings and training

13th April 2016 – SDDC Briefing meeting on public health

11th May 2016 – SDDC Briefing meeting on Anti Social Behaviour

b) Councillors reports for information purposes only

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

Burial

Facilities

Highways

Finance

Strategy

21. **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) Public Toilets