

MELBOURNE PARISH COUNCIL

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DATE: 28th October 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 4th November 2014 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 7th October 2014 (Copy attached)
- 7. To agree the Terms of Reference of the Neighbourhood Development Plan Working Party
- 8. To receive reports from the Committees and Working Parties
 - Highways
 - Telephone Kiosk
 - Christmas Event
 - Neighbourhood Development Plan
- 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.
 - 10.1 For the Chair of the Parish Council to present any reports and/or amendments

10.2 For the Chair of the Parish Council to report on matters discussed during the public participation section as appropriate

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

Senior Citizens Centre	Cllr Sharp
Infant School Governors	Cllr Smith
Safer Neighbourhood	Cllr Smith
Education for Melbourne	Cllr Minifie
Festival	Cllr Carroll
Sporting Partnership	Cllr Jackson
Athenaeum	Cllr Butler
Promote Melbourne	Cllr Wilmore
Assembly Rooms	Cllr Howard and Cllr Carpenter
Donington Park Liaison Committee	Cllr Parker
13. Correspondence
 1. DALC – Various Circulars
 2. DCC – Forwarding a redacted complaint about the location of the Wakes
Redacted due to Data Protection
 3. Mr B Thomas – Complaint about the condition of the BT land on Chapel Street
This land is not public land, but privately owned/rented
 4. Grant Thornton – letter of apology for the needless enquiry and for the lateness of the second enquiry. Procedures are in place to prevent a repetition
 5. SDDC – Training on new Anti Social Behaviour Tools & Powers
To take place at SDDC Council offices on 12th November
14. Finance
 - (a) Accounts for Payment – see attached Finance sheet
 - (b) Risk Assessment update
 - (c) To consider applications for funding
 - Melbourne Sporting Partnership
15. To consider Planning Applications
16. Quality Parish Council Status – Clerk’s report
17. To adopt the Communication Policy (previously circulated)
18. Public Toilets update
19. Items for information only

20. Date for Committee meetings

Burial

Facilities

Highways

Planning & Strategy

Finance

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."