

MELBOURNE PARISH COUNCIL

Mrs J Storer (Clerk to the Parish Council)  
2 Mansfields Croft  
Etwall  
Derbyshire DE65 6NJ  
Tel: 07734939292  
Email: [Melbourneclerk@aol.com](mailto:Melbourneclerk@aol.com)

DATE: 30<sup>th</sup> September 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 7<sup>th</sup> October 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 2<sup>nd</sup> September 2014 (Copy attached)
- 7. To receive reports from the Committees and Working Parties (Copy attached)
  - Highways
  - Facilities
  - Burials
  - Telephone Kiosk
  - Christmas Event
- 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.
  - 11.1 For the Chair of the Parish Council to present any reports and/or amendments

- Meeting with Linden Homes (15/09/2014)

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

10. Report of the Clerk
11. 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                    |
12. Correspondence
  1. DALC – Various Circulars
  2. Clerks & Councils Direct
  3. ICCM – Annual Report & Accounts
  4. Rev Powell – Poppies for WW1 commemorations
  5. Whistlewood – Invite to AGM on 15<sup>th</sup> October 2014
13. Finance
  - (a) Accounts for Payment – see attached Finance sheet
  - (b) To change the authorised signatories on the bank account
  - (c) Risk Assessment update
  - (d) To receive the feedback on the 2013/14 Audit
  - (e) To consider applications for funding
    - Melbourne Sporting Partnership
14. To consider Planning Applications
15. To adopt the Communication Policy
16. Public Toilets update
17. Consideration of information received from Mr Hey about a Neighbourhood Plan for Melbourne at the July 2014 Parish Council meeting
18. Items for information only

19. Date for Committee meetings

Burial

Facilities

Highways

Personal

Planning & 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."**

Christmas lights and trees