

MELBOURNE PARISH COUNCIL

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

DATE: 27th January 2014

To: The Chairman and Members of Melbourne Parish Council

Dear Councillor

You are summoned to attend the meeting of Melbourne Parish Council which is to be held on Tuesday 4th February 2014 at 7.30pm in the Lounge, Melbourne Assembly Rooms.

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 interest
5. Public Speaking – 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 Meetings held on 7th January 2014 (Copy attached)
- 7 To receive the reports of the Committees (copy attached)
 - Facilities – 13th January 2014
 - Highways – 13th January 2014
 - Burial – 13th January 2014
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.
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 Hicklin

Assembly Rooms Cllr Howard and Cllr Carpenter
EM Airport Cllr Collyer
Donington Park Liaison Committee Cllr Parker

12. Correspondence
 1. DALC – Various Circulars
 2. Rev Mark Powell – Further information on the closure of the Old Burial Ground
 3. Rev Mark Powell – Enquiry as to any events to mark the anniversary of World War 1
 4. Whistlewood Common – Invite to first meeting
 5. Donington Park – Press release for the planning application for the new Paddock
 6. J P Springthorpe – copy of email sent about imposition of triple fees on former Melbourne residents
 7. Mrs Holland – request to bring the amusements for the Wakes between 6th – 14th October 2014
13. To consider participation in events to mark the 100th anniversary of World War 1 (*correspondence item 3*)
14. Finance
 - (a) Accounts for Payment – see attached Finance sheet
 - (b) Risk Assessment update
15. To consider Planning Applications

9 2014 0016 – the erection of an extension at 14 Ashby Road, Melbourne

9 2013 0939 – the erection of a dwelling at land adjacent to 28 Ashby Road, Melbourne

9 2014 0033 – the conversion of existing garage into dwelling at 226 Station Road, Melbourne

9 2014 0023 – the pruning of a lime tree (covered by SDDC TPO 30) at Centre of Church Square, Melbourne
16. To consider the location of the Parish Council meeting (Cllr Minifie)
17. Items for information only

18. Dates and times for the Committee meetings

PART II – CONFIDENTIAL INFORMATION

19 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.”

20. To consider the award of the mowing contract for 2014/2015

21. Nominations and arrangements for the Dr Freeman Award

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CLERK’S REPORT February 2014

No items have been raised to report to the Council.