

2014MELBOURNE PARISH COUNCIL

Mrs J Storer (Clerk to the Parish Council)  
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DATE: 20<sup>th</sup> December 2013

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 7<sup>th</sup> January 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 3<sup>rd</sup> December 2013 (Copy attached)

7 To approve the Minutes of the Committees (copy attached)

Facilities – 9<sup>th</sup> December 2013

Highways – 9<sup>th</sup> December 2013

Planning – 9<sup>th</sup> December 2013

Burial – 9<sup>th</sup> December 2013

Finance – 16<sup>th</sup> December 2013

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

12. Correspondence
  1. DALC – Various Circulars
  2. ICCM – Winter issue of The Journal
  3. SDDC – Summer Holiday Provision 2014
  4. DCC – Various highway matters
  5. SDDC – Notification of Broadband provision within South Derbyshire
  6. SDDC – Minutes of the Donington Park Meeting November 2013
  7. Rev'd Mark Powell – Response to request to the Church for assistance with the maintenance of the Old Burial Ground (see *Clerk's report*)
  
13. Finance
  - (a) Accounts for Payment – see attached Finance sheet
  
  - (b) Risk Assessment update
  
  - (c) To set the precept for 2014/2015

14. To consider Planning Applications

9 2013 0983 – the felling and pruning of trees at Chantry House, Church Street, Melbourne

9 2013 0982 – The pruning of a lime tree covered by SDDC TPO 374 at 30 Penn Lane, Melbourne

9 2013 0978 – the pruning of a horse chestnut tree covered by SDDC TPO 374 at 28 Penn Lane, Melbourne

9 2013 1008 – The pruning of trees at 85 Castle Street, Melbourne

9 2013 0963 – The erection of extension and the retention of detached garden room at 29 Windsor Avenue, Melbourne

15. Items for information only
16. Dates and times for the Committee meetings

**PART II – CONFIDENTIAL INFORMATION**

**17 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.”**