

MELBOURNE PARISH COUNCIL

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DATE: 24th March 2013

To: The Chairman and Members of Melbourne Parish Council

Dear Councillor

You are summoned to attend the meeting of Melbourne Parish Council to be held on Tuesday 2nd April 2013 at 7.30pm in the Lounge, Melbourne Assembly Rooms.

Members are asked to to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.

Yours sincerely

AGENDA

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 Meeting held on 5th March 2013 (Copy attached)
- 7 To approve the Minutes of the Sub-Committees held on 11th March 2013 (Copy attached)
- Burial
Highways
Recreations & Amenities
Planning
- 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 Dunncliff
Promote Melbourne	Cllr Hicklin
Assembly Rooms	Cllr Howard and Cllr Carpenter
EMA Liaison Committee	Cllr Collyer
Donington Park Liaison Committee	Cllr Parker

- 12 Consideration of the Conservation Area Appraisal for Woodhouses
- 13 Correspondence
1. DALC – Various Circulars
 2. Melbourne Civic Operatic Society – Invite to production of Ruddigore
 3. Clerks & Councils Direct
 4. DCC – Request for meeting relating to additional chevron signage
- 14 Finance
- (a) Accounts for Payment – see attached Finance sheet
 - (b) Risk Assessment
- 15 To consider Planning Applications
- (a) 9 2013 – The erection of an extension at 10 Penn Lane, Melbourne
 - (b) 9 2013 0179 – The erection of an extension and alterations including widening of existing access at 3 Melton Avenue, Melbourne
- 16 Items for information only

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.”**