

MELBOURN PARISH COUNCIL

Clerk: Sarah Adam
Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
SG8 6DZ

E-mail: parishclerk@melbournpc.co.uk

Telephone: 01763 263303

Opening Hours :

Monday 9am – 4pm, Tuesday 9am – 3pm, Wednesday 9am – 3pm , Thursday 9am – 4pm
and Friday, Office Closed.

20th January 2016

Dear Councillor,

You are hereby summoned to attend a meeting of Melbourn Parish Council in the upstairs room of Melbourn Community Hub on Monday 25th January 2016 at 7.15 pm for the purpose of transacting the following business.

[Standing Orders will be suspended at 8.00pm or at the Chairman's discretion to allow public participation.].

AGENDA

PC155/15: To receive any apologies for absence;

PC156/15: To receive any declarations of pecuniary or non-pecuniary interests and reasons from councillors on any item on the agenda.

PC157/15: To receive the Minutes of the meeting held on 21st December 2015

PC158/15: To report on the last meeting 21st December 2015

PC159/15: To receive a report from C.Cllr S.van de Ven

PC160/15: To receive the Financial Report dated 31st December 2015

PC161/15: To receive details of cheques/BACS/Visa/Direct Debits to be drawn on the Parish Council's account as detailed or amended by late payments. To approve payment and agree the amount(s) to be transferred from the Business 'No Notice' Account.

PC162/15: To receive a report from the Management Company of Melbourn Community Hub.

PC163/15: To consider a letter from Melbourn Village Fete Committee concerning underage drinking

PC164/15: To receive an update on the car park

- a) To discuss the safe route to school route on the new car park
- b) To consider quotes from Ashton Renovations and Cambridge Fencing for
 - I. Fencing around the workshop
 - II. Workshop Stud Wall
 - III. Pavers and Paint Work next to the bus stop

- c) Responsibility of ownership of remaining lamppost and footpath to Beeton Close.
 - d) Outstanding paperwork from Interserve
- PC165/15: To discuss and agree 2016/2017 Calendar Dates and Committee Meetings and location of Full Parish Council Meetings.
- PC166/15: Proposed words for Parish Council Policy Documents – Cllr Mulcock
- PC167/15: To consider and approve the following policies by The Parish Clerk:
- a) Child and Vulnerable Adult Protection Policy
 - b) Employment Policy
 - c) Councillors and Staff Expenses Policy
 - d) Model Publication Scheme
 - e) Press/Media Policy
 - f) Whistle Blowing Policy for Employees
- PC168/15 To discuss and update Melbourn Parish Council Asset Register
- PC169/15 To discuss a letter from District Councillors Hales and Barrett concerning Planning Committee Meetings
- PC170/15: To discuss email from Cllr Hales Assets of Community Value
- PC171/15: To approve a letter from SCDC relating to: Development of Land 31The Moor, Melbourn S/1422/14/VC
- PC172/15 Update on the New location of Parish Noticeboard
- PC173/15 To consider Melbourn Parish Council Pension Scheme
- PC174/15: Correspondence:
- Report from Hugh Pollock – Melbourn Short Story Reading Group
 - Letter from Foxton Parish Council – contribution to The Hub
- PC175/15: To receive any comments or questions on the following meetings: Planning 11th January, Cemeteries 18th January; Conservation 18th January, Play and Recs 14th December and Highways 14th December.
- PC176/15: To accept notices and matters for the next agenda.
- PC177/15: To receive any notifications or planning consultation documents.
To receive any notifications up to the time of the meeting
- PC178/15: To consider the following Planning Applications.
- a) Application of Erection of detached Annexe Containing Five Hotel Rooms, Laundry Room and Disabled WC situated 37 Station Road, Melbourn, Royston, Cambridgeshire SG8 6DX S/3097/15/FL.
 - b) Application for Removal of existing stables/storage and mobile home and erection of dwelling and detached garaging with associated drive hardstanding and security gate situated Westfield Orchard, Ashwell Street, Kneesworth, Cambs, SG8 0RS S/2846/15/FL
 - c) Application of Two storey side extension and Single storey rear extension situated Ashlea House, Cambridge Road, Melbourn, Royston, Cambridgeshire, SG8 6EY S/2985/15/FL

Sarah Adam
Clerk to the Parish Council