

MELBOURN PARISH COUNCIL

Clerk: Simon Crocker
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19 February 2020

Dear Councillor

You are hereby summoned to attend a Meeting of the Parish Council to be held on Monday, 24 February 2020 at 7.30pm in the large upstairs meeting room of Melbourn Community Hub for the purpose of transacting the following business:

To Members of the Public and Press

You are invited to attend a Meeting of the Parish Council to be held on Monday, 24 February 2020 at 7.30pm in the large upstairs meeting room of Melbourn Community Hub for the purpose of transacting the following business:

Members of the public are reminded that copies of reports and supporting documentation for agenda items can be obtained from the Parish Council website, <http://melbournparishcouncil.co.uk> or on request to the Clerk:



Simon Crocker, Parish Clerk to the Parish Council

AGENDA

- PC133/19 To receive and approve apologies for absence**
- PC134/19 To receive any Declarations of Interest and Dispensations**
 - Members are reminded that they are required to ensure their Declaration is updated within 28 days of any change in circumstances.***
 - a) To receive declarations of interest from councillors on items on the agenda
 - b) To receive written requests for dispensations for disclosable pecuniary interests (if any)
 - c) To grant any requests for dispensation as appropriate
- PC135/19 Chair's Announcements – For information only.**
- PC136/19 To approve the minutes of the Parish Council Meeting held on 13 January 2020**
- PC137/19 To report back on the minutes of the Parish Council Meeting 13 January 2020**
- PC138/19 Public Participation:** (For up to 15 minutes members of the public may contribute their views and comments and questions to the Parish Council – 3 minutes per item)
- PC139/19 To consider a combined report from District and County Councillors for Melbourn**
- PC140/19 To consider correspondence from the S106 officer**
- PC141/19 To consider a proposal to provide a commemorative bench**
- PC142/19 Melbourn Timebank:** To receive a progress update and any requests for expenditure of Timebank Income
- PC143/19 To consider having a Parish Council presence at Fete 2020**
- PC144/19 Governance Matters:**
 - a) To consider a draft calendar of meetings for the forthcoming civic year

- b) To consider appointing Cllr Kent to the Planning Committee
- c) To consider a report from the Planning Committee on the Greater Cambridge Local Plan Consultation.

PC145/19 Finance Matters:

- a) To receive and consider the monthly finance report
- b) To receive and consider the approvals lists for January and February 2020
- c) To consider a report from the Maintenance Committee on Grass Cutting Spend

PC146/19 Risk Assessments: To consider any new or updated risk assessments

- a) To receive a risk assessment for relocation the 83 High St memorial stone

PC147/19 Health & Safety: To consider any updates

PC148/19 HR Matters:

- a) To consider a position paper on Clerk & RFO reporting
- b) To consider a report on standardising salary payments

PC149/19 Councillors' reports – For information only. To consider items from Councillors – to be added to a future agenda if necessary

PC150/19 To note date of next meeting: 23 March 2020