

MELBOURN PARISH COUNCIL

Clerk: Simon Crocker
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Melbourn Community Hub
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19 June 2019

Dear Councillor

You are hereby summoned to attend a Meeting of the Parish Council to be held on Monday, 24 June 2019 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 June 2019 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

PC024/19 To receive and approve apologies for absence

PC025/19 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

PC026/19 Chair's Announcements – For information only.

PC027/19 To approve the minutes of the Annual Parish Council Meeting 20 May 2019

PC028/19 To report back on the minutes of the Annual Parish Council Meeting 20 May 2019

PC029/19 To receive a presentation from Head Pupils at Melbourn Village College

PC030/19 To receive the Clerk's Report.

PC031/19 To receive a combined report from District and County Councillors for Melbourn

PC032/19 Correspondence: Parish Clerk to report on any correspondence needing to be brought to the Council's attention (Schedule Herewith)

PC033/19 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)

PC034/19 Governance Matters:

- a) To consider an updated Terms of Reference for Timebank Steering Group.
- b) To receive and consider the internal audit report

- c) To consider the appointment of an internal auditor going forwards
- d) To consider recommendations from the Finance & Good Governance Committee on the Parish Council's General Reserves Position
- e) To consider the need for the appointment of a solicitor
- f) To consider an updated Pavilion Risk Assessment

PC035/19 Finance Matters:

- a) To receive and consider the Monthly Finance Report.
- b) To receive and consider the Approvals Lists for June 2019

PC036/19 Hub Matters:

- a) To consider the need to undertake a Legionella Risk Assessment
- b) To consider a mid-year status report and request for 2019 Grant Approval

PC037/19 HR Matters:

- a) To receive a progress report on Staff Appraisals
- b) To consider Hosting a Councillor Training Program

PC038/19 Planning Matters:

- a) [S/1824/19/DC](#) - Discharge of condition 9 (foul sewage capacity) of planning permission S/2791/14/OL for outline planning application (including approval of access) for residential development of up to 199 dwellings plus a care home of up to 75 beds, new vehicular and pedestrian accesses from New Road, public open space and a landscape buffer - Land to the east of New Road, New Road, Melbourn, SG8 6BY.

For – Mrs Sharon Levell. Hopkins Homes

PC039/19 Councillors' reports – For information only. To consider items from Councillors – to be added to a future agenda if necessary

PC040/19 To note date of next meeting: 29 July 2019