

MELBOURN PARISH COUNCIL

Clerk: Simon Crocker
Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
SG8 6DZ

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<http://www.melbournparishcouncil.co.uk>

Please note: New Parish Office opening hours:

Monday: 10.00-1.00, Wednesday: 10.00-1.00, Friday: 10.00-12.00

Alternatively, please call to arrange an appointment.

20 February 2019

Dear Councillor

You are hereby summoned to attend a Meeting of the Parish Council to be held on Monday, 25 February 2019 at 7.30pm in 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, 25 February 2019 at 7.30pm in 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

- PC136/18 To receive and approve apologies for absence**
- PC137/18 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
- PC138/18 To approve the minutes of the Parish Council Meeting 26 November 2018**
- PC139/18 To approve the minutes of the Parish Council Meeting 28 January 2019**
- PC140/18 To report back on the minutes of the Parish Council Meeting 28 January 2019**
- PC141/18 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)
- PC142/18 Timebank Matters**
- a) To consider a report on Timebank activities to date
b) To consider a draft Terms of Reference for the Timebank Steering Group
- PC143/18 To receive a combined report from District and County Councillors for Melbourn**
- PC144/18 To receive the Clerk's Report.**
- PC145/18 83 High St: To consider a report on the memorial stone.**

PC146/18 Governance Matters:

- a) To receive and consider the interim report from the internal auditor
- b) To consider a recommendation from the Parish Clerk on Data Protection Officer services

PC147/18 Finance Matters:

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

PC148/18 HR Matters:

- a) To consider the adoption of an employment policy.
- b) To consider the adoption of a salary review policy
- c) To consider the adoption of a recruitment policy

PC149/18 To note date of next meeting: 25 March 2019