

# MELBOURN PARISH COUNCIL

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21 April 2021

## Dear Councillor

You are hereby summoned to attend a **Meeting of the Parish Council** to be held on Monday, 26 April 2021 at 7.30pm via Zoom link <https://zoom.us/j/98229989123> for the purpose of transacting the following business:

## To Members of the Public and Press

You are hereby invited to attend a **Meeting of the Parish Council** to be held on Monday, 26 April 2021 at 7.30pm via Zoom link <https://zoom.us/j/98229989123> for the purpose of transacting the following business: Members of the public are requested to submit their views, comments or questions in writing to the parish office in advance of the meeting:

Claire Littlewood, Parish Clerk

## **PARISH COUNCIL AGENDA**

- PC129/20 To receive and approve apologies for absence**
- PC130/20 To receive any Declarations of Interest and Dispensations**
- 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
- PC131/20 Chair's Announcements – For information only**
- PC132/20 To approve the minutes of the Parish Council Meeting 22 March 2021**
- PC133/20 To report back on the minutes of the Parish Council Meeting 22 March 2021**
- PC134/20 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). Written responses to questions raised will be made by the Parish Office within 14 days of the date of this meeting.
- PC135/20 Governance:**
- a) To receive reports from the District and County Cllrs for Melbourn
  - b) To consider a draft calendar of meetings for the forthcoming civic year
  - c) To note the resignation of Cllr Claire Kent
  - d) To nominate a councillor to carry out verification of bank reconciliations
  - e) To consider approving revised Maintenance Contracts for tender
  - f) To receive any updates and consider actions
- PC136/20 Finance Matters:**
- a) To receive and consider the approvals list for April 2021
  - b) To receive and consider finance report for April 2021
  - c) To retrospectively approve expenditure on replacement desktop computer
  - d) To receive any updates and consider actions

**PC137/20 Melbourn Community Hub:**

- a) To receive an update on the Hub extension project
- b) To consider approving variations to the contract awarded to Brownstone
- c) To note remote decisions taken with regard to additional works awarded to Jordan and Sons
- d) To receive any updates and consider actions

**PC138/20 To consider the following Grant applications:**

- a) Melbourn Mobile Warden Scheme
- b) Melbourn Area Youth Development
- c) Rail User Group
- d) Royston & District Community Transport
- e) St Georges Allotment Association
- f) Melbourn Dynamos
- g) 1<sup>st</sup> Orwell Scout Group
- h) Melbourn Primary School PTFA
- i) Melbourn Fete Committee
- j) Community Support for Dementia
- k) Celebrating Ages
- l) Cambridgeshire Search and Rescue
- m) To consider funding repairs to the Parish clock from Community Benefit Funds

**PC139/20 To receive an update on Gypsy Romany awareness training**

**PC140/20 To receive the Timebank Coordinator's report**

**PC141/20 Melbourn Futures Working Party**

- a) To consider approving printing and delivery costs for the Village Flyer
- b) To consider approving an article for The Melde
- c) To receive any updates and consider action

**PC142/20 Policies and Terms of Reference**

- a) To consider approving revised Terms of Reference for the Melbourn Play Parks Working Party
- b) To receive any updates and consider actions

**PC143/20 HR Matters:**

- a) To consider approving a Capability Policy
- b) To receive any updates and consider actions

**PC144/20 To note the date of next meeting:** Annual Parish Council Meeting : Tuesday, 4 May 2021