

MELBOURN PARISH COUNCIL

Clerk: Claire Littlewood
Melbourn Parish Council
Community Hub
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20 October 2021

Dear Councillor

You are hereby summoned to attend a Meeting of the Parish Council to be held on Monday, 25 October 2021 at 7.30pm in the Austen Room, Community Hub, 30 High Street, Melbourn, SG8 6DZ 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, 25 October 2021 at 7.30pm in the Austen Room, Community Hub, 30 High Street, Melbourn, SG8 6DZ for the purpose of transacting the following business:

Claire Littlewood

Claire Littlewood, Parish Clerk

AGENDA : PARISH COUNCIL MEETING

- PC086/21 To receive and approve apologies for absence**
- PC087/21 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
- PC088/21 To consider an application for co-option**
- PC089/21 Chairs' Announcements – For information only**
- PC090/21 To approve the minutes of the Parish Council Meeting held on 27 September 2021**
- PC091/21 To report back on the minutes of the Parish Council Meeting held on 27 September 2021**
- PC092/21 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.
- PC093/21 To receive reports from the District and County Cllrs for Melbourn**
- PC094/21 Governance:**
- a) To receive an update on the Parish Council's insurance provision for 2021/22
 - b) To note a request for provision of a skate park
 - c) To note a request for overnight parking for the Kebab Van
 - d) To receive an update with regard to provision of a Post Office
 - e) To receive any updates and consider actions

PC095/21 Finance Matters:

- a) To consider the approvals list for October 2021
- b) To receive and consider finance report for September 2021
- c) To receive any updates and consider actions

PC096/21 To note the bank reconciliations for September 2021

PC097/21 Community Hub Extension Project

- a) To consider approving payment of the invoice for plumbing works
- b) To receive any updates and consider actions

PC098/21 Planning Matters:

- a) To consider an amendment to the Deed of Easement for the Old Rec
- b) To receive an update on transfer of the SGB from Hopkins Homes
- c) To receive any updates and consider actions

PC099/21 Maintenance Matters:

- a) To consider quotations for fencing at The Cross
- b) To receive any other updates and consider actions.

PC100/21 To receive the Timebank Coordinator's report

PC101/21 HR Matters:

- a) To receive a report from the HR Panel
- b) To receive any updates and consider actions

PC103/21 Policies and Terms of Reference:

To consider approving a Risk Assessment for installation of MVAS unit

PC104/21 To note the date of the next meeting : 22 November 2021