

MELBOURN PARISH COUNCIL

Parish Clerks: Alex Coxall & Abi Williams
Melbourn Parish Council
Melbourn Community Hub
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10 January 2024

Dear Councillor

You are hereby summoned to attend the Parish Council Meeting to be held on Monday 15 January 2024 at 7.30pm in the Austen room of The 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 the Parish Council Meeting to be held on Monday 15 January 2024 at 7.30pm in the Austen room of The Community Hub, 30 High Street, Melbourn, SG8 6DZ for the purpose of transacting the following business:

Alex Coxall & Abi Williams

Clerks to the Parish Council

PARISH COUNCIL MEETING: AGENDA

PC156/24 To receive and approve apologies for absence

PC157/24 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.

PC158/24 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.

PC159/24 To approve the minutes of the Parish Council meeting (Community Benefit Grants) on 4 December 2023

PC160/24 To report back on the minutes of the Parish Council meeting (Community Benefit Grants) on 4 December 2023

- a) To note CAPALCs response to query re donating money to local churches - CAPALC noted that Section 82 of the Levelling Up and Regeneration Act 2023 inserted a new section 19A to the Local Government Act 1894, which comes into force on 26th December, allowing councils to spend money on Church property. CAPALC are awaiting confirmation from NALC and SLCC re ensuring sector consistency around the subject. Council will take this advice when it is issued.

PC161/24 Chair's Announcements

PC162/24 To receive reports from the District and County Cllrs for Melbourn

PC163/24 Correspondence

- a) To note request for response to the Cambridgeshire Highways & Streetlighting surveys.

PC164/24 Finance Matters

- a) To receive and consider the finance reports for November and December 2023.
- b) To consider approving the retrospective approvals lists for December 2023.
- c) To consider approving invoices relating to PCN at the Hub.
- d) To consider approving payment of the annual licence fee to the Hub.
- e) To consider the installation of Rialtas Finance System as recommended by Finance & Good Governance Committee (FG042/23a)

- f) To consider the continuation to precept £7,500 for Melbourn & District Warden Scheme and to fund additional required from the Parish (£3,000) via an application to the Community Grant Funding Scheme each year.

PC165/24 Bank reconciliations

- a) To note bank reconciliations for November / December 2023.

PC166/24 To consider setting the precept for the financial year 2024/25 as recommended by Finance & Good Governance Committee

PC167/24 Governance

- a) To receive updates and consider actions

PC168/24 Maintenance Matters

- a) To receive updates and consider actions

PC169/24 Planning Matters

- a) To consider signing the TP1 for transfer of land at Rosemary Place, New Road as recommended by the Planning Committee.
- b) To note agreement with Stonebond for Melbourn Parish Council appointed contractor to complete remedial works needed to Orchard Gardens to allow land transfer to be completed. Costs of £2,980.00 will be reimbursed by Stonebond.
- c) To receive updates and consider actions

PC170/24 Community Hub

- a) To receive updates and consider actions.

PC171/23 Health, Safety, accessibility, and Wellbeing

- a) To receive updates and consider actions.

PC172/24 Melbourn Timebank

- a) To receive the Timebank's monthly report for December / January.
- b) To receive any updates and consider actions.

PC173/24 To receive an update from the MAYD Joint Committee

PC174/24 To receive an update from the Futures Working Party Committee

- a) To note correspondence re the road conditions on The Moor.

PC175/24 HR Matters

- a) To note the completion of the ILCA qualification by the Clerks.
- b) To receive updates and consider actions.

PC176/24 Policies

- a) To consider approving the updated Financial Regulations as recommended by Finance & Good Governance.

PC177/24 To note the dates of the next meeting

The next Full Council Meeting will be held on Monday 26 February 2024 at 7.30pm