

**MELBOURN PARISH COUNCIL**  
(District of South Cambridgeshire)

**The Annual Parish Meeting of this Parish was held on Monday 13 May 2024 at  
7.30pm in the Austen Room of the Hub, 30 High Street, Melbourn, SG8 6DZ**

**Present:** Cllrs Clark (Chair), Cowley (Vice Chair), Alexander, Davey, Hart, Kanagarathnam, Kilmurray, Travis, Wilson

**Absent:**

**In attendance:** Alex Coxall (Parish Clerk), Abi Williams (Clerk), County Cllr van de Ven

**MINUTES**

*Meeting started 19:32*

1. To receive any apologies for absence  
Apologies were noted from District Councillor Hales, Cllr Barnes and Cllr Campbell.
2. To receive and approve the Minutes of the Annual Parish Meeting held on 15 May 2023  
It was RESOLVED to approve the Minutes of the Annual Parish Meeting held on 15 May 2023 as an accurate record.  
Proposed by Cllr Hart. Seconded by Cllr Alexander.  
For: Cllrs Clark, Cowley, Alexander, Davey, Hart, Kilmurray, Travis, Wilson  
Abstain: Cllr Kanagarathnam
3. Report on aspects of the meeting held on 15 May 2023  
Thanks were noted for the concerned residents for their work at representing opinion about the Bruntwood Science Park planning application over the last year.

*The chair re-arranged the order of the meeting.*

4. (8.) To receive a report from Cambridgeshire County Councillor van de Ven  
County Cllr van de Ven gave a verbal report. The report was noted with thanks.  
*County Cllr van de Ven left the meeting 19:37*
5. To receive a report from The Chair of Melbourn Parish Council  
The report was noted.
5. To receive reports from the Committees and Working Parties of the Parish Council:  
It was noted that all reports could be found in the Annual Report as published on the Melbourn Parish Council website, or by requesting a copy for the Parish Office.
  - a) Planning Committee  
The report was noted with thanks.
  - b) Finance & Good Governance Committee  
The report was noted with thanks.
  - c) Maintenance Committee  
The report was noted with thanks.
  - d) HR Panel  
The report was noted with thanks. Thanks was recorded to all staff and service providers for their efforts over the last year.
  - e) Futures Working Party  
The report was noted with thanks.
  - f) Skate Park Working Party  
The report was noted with thanks.
  - g) MAYD Joint Committee  
The report was noted with thanks.
  - h) Melbourn Timebank  
The report was noted with thanks.
  - i) Website Working Party (dormant)  
The report was noted with thanks. It was noted that the web site project team may be re-convened in the coming year.
  - j) Melbourn Play Parks Working Party (dormant)  
The report was noted with thanks.

Signed..... Date.....

6. To receive reports from the Parish Council representatives on Village Charities and Other Organisations:
  - a) Triggs Charity (Gillian Morland)  
It was note that Phil Stewart prepared the report and it was noted with thanks.
  - b) Martins Charity (Parish Clerk)  
The report was noted with thanks.
  - c) John Clear Almshouses (Mavis Howard)  
The report was noted with thanks.
  - d) Melbourn Mobile Warden Scheme (Colin Conner)  
The report was noted with thanks.
  - e) Melbourn Community Hub (John Travis)  
The report was noted with thanks.
  - f) Melbourn & Meldreth Lunch Club (Jeannie Sears)  
The report was noted with thanks.
  - g) Grants awarded in 2023/24 and how the money has been spent.  
The report was noted with thanks.
  
7. To receive reports from District Councillors  
District Cllr Hart gave a verbal report. The report was noted with thanks.
  
8. To receive a report from Cambridgeshire County Councillor Van de Ven  
*Item moved to 4.*
  
9. To consider any matters brought before the Annual Parish Meeting  
Cllr Cowley asked about the South Cambs District Council position on the closure of Melbourn Sports Centre. District Cllr Hart commented that talks were underway with interested parties and SCDC were offering support for the situation. The Parish Office has communicated with Cam Academy Trust twice and is currently awaiting a response. Parish Council facilities have been made available to local sports teams to try and support them during this time.
  
10. Public Forum  
No members of the public were present.
  
11. Community Awards  
Community Award winners were announced as Grace Brown (The Future is Bright) and Jay Coulman (Community Superstar) – arrangements have been made to present the awards to both parties at a future date.

*Meeting closed 19:54*