

MELBOURN PARISH COUNCIL

Clerk:
Melbourn Parish Council
Melbourn Community Hub
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Melbourn
SG8 6DZ

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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.

17 January 2018

Dear Councillor

You are hereby summoned to attend a meeting of the Parish Council to be held on Monday 22 January 2018 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 22 January 2018 at 7.30pm in large upstairs meeting room of Melbourn Community Hub for the purpose of transacting the following business:

Motion to exclude Public and Press: Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at Agenda item – NONE

AGENDA

- PC96/17 To receive any apologies for absence
- PC97/17 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
- PC98/17 To approve the minutes of the Parish Council Meeting 27 November 2017
- PC99/17 To report back on the minutes of the Parish Council Meeting 27 November 2017
- PC100/17 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)
- PC101/17 To receive a report from County Cllr Van de Ven
- PC102/17 To receive a report from District Cllrs Barrett and Hales
- PC103/17 The Clerks Report
- PC104/17 To receive details of cheques/BACS/Visa/Direct Debits to be drawn on the Parish Council's account as detailed or amended by late payments for December 2017 and January 2018.
- PC105/17 To agree addition of named Councillors with authority to authorise online payments with Unity Bank
- PC106/17 To review the Strategic Plan:
- a) DRAFT Strategic Plan November 2017 – October 2018
- PC107/17 To review and agree the Precept for 2018 / 2019
- PC108/17 To discuss and agree new contract with Edge
- PC109/17 HR Panel
- a) HR Matters update
 - b) Reminder of items for councillors to save office workload
 - c) Temporary admin role for MPC?
 - d) Contract updates - Bank Holiday entitlement
 - e) Extension to closing date - Parish Clerk
- PC110/17 To discuss the following planning applications:
- a) Demolition of existing dwelling and the erection of 23 dwellings together with associated open space, landscaping, highway and drainage infrastructure works at 36 New Road

PC110/17

b) Reserved Matters Conditions 1) Details of appearance, landscaping, layout and scale following outline permission S/2791/14/OL for a care home of up to 75 beds, new vehicular and pedestrian access - Land east of New Road, New Road, Melbourn

PC111/17 To discuss and agree a response to the tenant's solicitors' proposals with regard to fixing a date for the increase in rent

PC112/17 To agree to spend unassigned grant money (£7,237.00) on work authorised by Parish Council on 27 November 2017 as discussed at F&GG Meeting on 9 January 2017 under item FG36/17.

PC113//17 To review and approve Model Publication Scheme

PC114/17 To review and approve Policy and Procedure for the publication of information and the public's rights to request information

PC115/17 To discuss and approve Records Management and Disposal Policy

PC116/17 Appoint Service Provider to clean the pavilion

Claire Littlewood

Claire Littlewood

Assistant to Melbourn Parish Clerk