

MELBOURN PARISH COUNCIL

Clerk:
Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
SG8 6DZ

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Telephone: 01763 263303

<http://www.melbournparishcouncil.co.uk>

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.

18 April 2018

Dear Councillor

You are hereby summoned to attend a meeting of the Parish Council to be held on Monday, 23 April 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, 23 April 2018 at 7.30pm in large upstairs meeting room of Melbourn Community Hub for the purpose of transacting the following business:



Simon Crocker, Parish Clerk to the Parish Council

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 PC238/17

AGENDA

- PC220/17 Apologies for absence
- a) To consider any apologies for absence
 - b) To receive a legal topic note outlining the formal procedure for approving apologies
- PC221/17 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
- PC222/17 To approve the minutes of the Parish Council Meeting 26 March 2018
- PC223/17 To report back on the minutes of the Parish Council Meeting 26 March 2018
- PC224/17 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)
- PC225/17 To receive a report from County Cllr Van de Ven
- PC226/17 To receive a report from District Cllrs Barrett and Hales
- PC227/17 To receive the Clerk's Report
- PC228/17 To approve details of cheques/BACS/Visa/Direct Debits to be drawn on the Parish Council's account as detailed or amended by late payments for March 2018.
- PC229/17 To receive monthly finance reports

- PC230/17 To consider planning application [S/1172/18/FL](#): Front and rear extensions and internal alterations. Melbourn Community Hub, 30 High St, Melbourn, Royston, Cambs, SG8 6DZ. For: Mr John Travis, Melbourn Community Hub Management Group.
- PC231/17 To receive and consider the calendar of Parish Council meetings for municipal year 2018/2019
- PC232/17 To discuss and agree a Metal Detecting Policy / Permission slip
- PC233/17 To consider proposals to change the Parish Council Web hosting
- PC234/17 Cemeteries Update:
a) To consider a quotation for the supply of memorial headstone bases
b) To quotations for the installation of memorial headstone bases
c) To note a change in wording to the schedule of burial prices
- PC235/17 To receive and consider updates on GDPR and Data Protection Officer Services from CAPALC and The Local Council Public Advisory Service
- PC236/17 To formally agree a service agreement document for the gardening at 83 High St
- PC237/17 HR Panel Update
- PC238/17 Maintenance Contracts: To review bids and consider a recommendation from the Maintenance Working Party – TO BE HELD IN CAMERA