

MELBOURN PARISH COUNCIL

Clerk:
Melbourn Parish Council
Melbourn Community Hub
30 High Street
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.

21 March 2018

Dear Councillor

You are hereby summoned to attend a meeting of the Parish Council to be held on Monday, 26 March 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, 26 March 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 PC219/17

AGENDA

- PC196/17 To receive any apologies for absence
- PC197/17 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
- PC198/17 To approve the minutes of the Parish Council Meeting 26 February 2018
- PC199/17 To report back on the minutes of the Parish Council Meeting 26 February 2018
- PC200/17 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)
- PC201/17 To receive a report from County Cllr Van de Ven
- PC202/17 To receive a report from District Cllrs Barrett and Hales
- PC203/17 To receive the Clerk's Report
- PC204/17 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 February 2018.
- PC205/17 To receive monthly finance reports
- PC206/17 To consider a request from the MCHMG to act as Agent in the preparation of a Planning Application to extend the footprint of the building and to seek grant funding by way of capital money from Garfield Weston
- PC207/17 To discuss and agree an amendment to the Community Grant Policy
- PC208/17 To note the appointment of Canalbs as internal auditor for 2018
- PC209/17 To note the appointment of PKF Littlejohn as external auditor for 2018

- PC210/17 To discuss and agree risk management policies for playparks, cemeteries and allotments:
(a) Playparks
(b) Cemeteries
(c) Allotments
- PC211/17 Cemeteries Update :
- To agree purchase and planting of replacement trees for New Road cemetery
- PC212/17 To discuss and agree quotes for felling and grinding the stump of a tree disturbing memorial stones in Orchard Road Cemetery
- PC213/17 To agree a quote for signage at the carpark of The Moor play area / Littlehands
- PC214/17 To discuss and agree Community Facilities and Services : Equal Opportunity for Access Policy
- PC215/17 To agree in Camera minutes to be released to the Public – relating to the Grievance and Car Park Project
- PC216/17 To discuss and agree the Risk Assessment for the Pavilion
- PC217/17 To discuss and agree the Risk Assessment (Village Wardens) for weedkiller spraying
- PC218/17 To accept a quote of £350 from Cambridge Asbestos to remove asbestos from the St George's Allotments
- PC219//17 HR Panel update – **TO BE HELD IN CAMERA**

Claire Littlewood

Claire Littlewood
Assistant to Melbourn Parish Clerk