

# MELBOURN PARISH COUNCIL

---

---

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

E-mail: parishclerk@melbournpc.co.uk

Telephone: 01763 263303

Please note: New Parish Office opening hours:

**Monday: 10.00am-1.00pm, Wednesday: 1.00pm-3.00pm, Friday: 10.00am-1.00pm**

Alternatively, please call to arrange an appointment.

---

---

14<sup>th</sup> December 2016

Dear Councillor,

You are hereby summoned to attend a meeting of the Parish Council to be held on Monday 19<sup>th</sup> December 2016 at 7.15pm in the upstairs meeting room (access by the back door) of Melbourn Community Hub for the purpose of transacting the following business:

Dear District Councillor Hales and Barrett

You are invited to attend a meeting of the Parish Council to discuss Planning Issues to be held on Monday 19<sup>th</sup> December 2016 at 7.15pm in the upstairs meeting room (access by the back door) 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 Melbourn Parish Council to be held on Monday 19<sup>th</sup> December 2016 at 7.15pm in the upstairs meeting room (access by the back door) 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**

PC238/16: To receive any apologies for absence.

PC239/16: To receive any Declarations of Interest and reasons from Councillors on any item listed on the Agenda.

PC240/16 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).

PC241/16: To approve the Minutes of the Parish Council Meeting 5<sup>th</sup> December 2016

PC242/16: To report back on the minutes of the Parish Council Meeting 5<sup>th</sup> December 2016

PC243/16: 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. To approve payment and agree the amount(s) to be transferred from the Business 'No Notice' Account.

PC244/16: To receive a report from County Cllr Van de Ven

PC245/16: To receive a report from District Cllrs Barrett and Hales

PC246/16: To discuss and approve the revised Index System for Melbourn Parish Council Policies

PC247/16: To approve additional Car Park Legal Fees of £234.00.

PC248/16: To discuss the background and potential projects for 2017/2018 relating to Highways

PC249/16: To discuss and agree a Pension Provider for Melbourn Parish Council

PC250/16: First iteration of the Precept

PC251/16: To receive any notifications or planning consultation documents.

- (a) Barn conversion to a 2 bed annexe at 17 High Street, Melbourn, Royston, Cambridgeshire, SG8 6ER. S/2785/16/LB. Mr Jan Boruck. Approved.
- (b) Add a partition wall into a room that is part of a 1980's extension. 5 Drury Lane, Melbourn, Royston, Cambridgeshire, SG8 6EP. Mr Edward Wakjer. S/2431/16/LB. Approved.
- (c) Any other notifications at the time of meeting

PC252/16: To consider the following Planning Applications:.

- a) Notification of application for a New House and Garage at Land to the rear of 18 Greenbanks, Melbourn, Royston, Cambridgeshire, SG8 6AS. Mr David Blundell. S/3266/16/OL
- b) Notification of application for a proposed rear extension and restoration, including reconstruction and conversion of existing dilapidated building to form Annex at 59 High Street, Melbourn, Royston, SG8 6DZ. Mr & Mrs R Chamberlain. S/3373/16/FL
- c) Notification of application for two storey side extension at 34 Armingford Crescent, Melbourn, Royston, SG8 6NG. Mr James Hoad. S/3386/16/FL

PC253/16: Correspondence:

- (a) Any correspondence received by the time of the meeting.

PC254/16: To accept notices and matters for the future agendas.

- a) Suggestions from Councillors
- b) General questions to Council and comments (no resolutions can be made) from members of the public

*Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that business must be specified; therefore the Council cannot lawfully raise matters for discussion.*

**Sarah Adam**

Sarah Adam  
Melbourn Parish Clerk