

# MELBOURN PARISH COUNCIL

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

E-mail: [parishclerk@melbournpc.co.uk](mailto:parishclerk@melbournpc.co.uk)

Telephone: 01763 263303

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

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.

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1<sup>st</sup> February 2017

Dear Councillor,

You are hereby summoned to attend a meeting of the Parish Council to be held on Monday 6<sup>th</sup> February 2017 at 7.15pm in **THE ATRIUM** 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 6<sup>th</sup> February 2017 at 7.15pm in **THE ATRIUM** 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 6<sup>th</sup> February 2017 at 7.15pm in **THE ATRIUM** 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

PC317/16: To receive any apologies for absence.

PC318/16: To receive any Declarations of Interest and reasons from Councillors on any item listed on the Agenda.

PC319/16 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).

PC320/16: To approve the Minutes of the Parish Council Meeting 23<sup>rd</sup> January 2017

PC321/16: To report back on the minutes of the Parish Council Meeting 23<sup>rd</sup> January 2017

PC322/16: A presentation from Hanson Services Ltd regarding the proposed development at the land to the rear of 45-56, The Moor, Melbourn.

PC323/16: To discuss and approve the following policies:

- a) Co-option Policy
- b) Equality and Diversity Policy.

PC324/16: Update from HR Panel

PC325/16: To agree further legal advice from Birketts concerning The Hub, up to a maximum of £2500.00.

PC326/16: To receive any notifications or planning consultation documents.

- (a) Tree works consent S/212/1/TC at White Walls, 23 High Street, Melbourn. Consent for this tree works application was granted on 30 January 2017. However, the customer was granted consent previously on 8<sup>th</sup> April 2013 for these works but it was not carried.

- (b) SCDC Grants permission for demolish existing single storey extension and garage and construct new part two storey side extension at 16 Orchard Road, Melbourn, Royston, Cambridgeshire, SG8 6HR. Mr Gary Fitter.
- (c) Any other notifications at the time of meeting

PC327/16: To consider the following Planning Applications:

- a) Notification of application to carry out tree works subject to a tree preservation order or situated within a conservation area at 23 High Street, Melbourn, Royston, Cambridgeshire, SG8 6ER. Reduction up to 33% T1 Whitebeam and 40% T2 Sycamore and cutting of minor branches of T3 Cedar tree from telephone wire. Mr James Mowatt.S/0212/17/TC
- b) Notification of planning application – Single storey rear extension to replace conservatory, replace rear window with double door, replace patio door with Bi-folding Door, Fit 2x Velux windows to rear and addition of window bathroom at Apple Tree Cottage, 50A Orchard Road, Melbourn, Royston, Cambridgeshire, SG8 6BP. S/3280/16/FL. Mr Mahmut Tuncer
- c) Notification of planning application – Removal of existing garage and replacement with a single storey extension including associated internal alterations. At 97 Beechwood Avenue, Melbourn, Royston, Cambridgeshire, SG8 6BW. Mr and Mrs Deville. S/0149/17/FL

PC328/16: Correspondence:

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

PC329/16: 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