

**MELBOURN PARISH COUNCIL**

**MINUTES**

**Minutes of the Melbourn Futures Committee meeting held on Wednesday 29 July, 2015 in the large upstairs meeting room of Melbourn Community Hub at 10am.**

**Present: Cllrs J Norman (Chair), J Hales, V Barrett, M Townsend, J. Regan and M Swann.**

**In attendance: Assistant Clerk**

<b>MFC/19/15</b>	<p><b>Apologies</b> Mr C Conner for personal reasons.</p>	
<b>MFC/20/15</b>	<p><b>Declarations of Pecuniary and Non-Pecuniary interests of councillors on any item on the agenda</b> Cllr Norman declared the Non-Pecuniary interest as Chair of Governors for Melbourn Primary School.</p>	
<b>MFC/21/15</b>	<p><b>Minutes of last meeting from 8 July 2015</b> MFC/15/15 3<sup>rd</sup> from last bullet point should read “Cllr Hales and Cllr Barrett and not Cllr Hales and Cllr Townsend”.</p> <p>It was proposed by Cllr Regan and Cllr Barrett that the minutes of the meeting held on 8 July 2015 be accepted as a true record.</p>	
<b>MFC/22/15</b>	<p><b>A report on the last meeting 8<sup>th</sup> July 2015</b></p> <p>MFC/12/15 Freedom of Information letter to NHS England has been drafted and sent to other local Parish Clerks to confirm whether they wish for their Parish to be included in the letter.</p> <p>Assistant Clerk contacted Anglian Water to chase for sewerage reports. Anglian Water are still dealing with this request.</p> <p>The Terms of Reference were discussed with the Neighbourhood Plan Steering Group Committee and have now been adopted.</p> <p>MFC/14/15 at Full Parish Council on 27<sup>th</sup> July 2015 it was agreed to use the existing Melbourn Parish Boundary for a Neighbourhood Plan. The Neighbourhood Steering Group Committee will now consult on this.</p> <p>MFC/15/15 Cllr Hales and Cllr Barrett to contact Principal Simon Holmes from Melbourn Village College to discuss including the Neighbourhood Plan into the curriculum before the new academic year. The next Neighbourhood Steering Group Committee will be held on 2<sup>nd</sup> September 2015.</p> <p>Neighbourhood Steering Group Committee is to make contact with Bridget Smith to discuss Grant Funding.</p>	Cllr Hales/Cllr Barrett

	<p>Cllr Norman spoke with Alison Talkington from SCDC (Lead Officer of Neighbourhood Planning) and she confirmed that the Neighbourhood Plan Steering Group are not required to be DBS checked.</p> <p>MFC/16/15 Implications of the proposed boundary changes on Melbourn. The Assistant Clerk was asked to submit the text from this section onto the Boundary Commission website, but unfortunately the deadline for submitting data had closed on 6 July 2015.</p> <p>MFC/17/15 James Fisher sent a detailed report of the amount of S106 money that has been allocated to Melbourn PC to date. Melbourn Futures Committee are required to look at the methodology for allocating money to projects/committees. Melbourn Futures Committee to discuss budgeting with The Clerk.</p>	MFC/The Clerk
<b>MFC/23/15</b>	<p><b>Outstanding actions relating to the Endurance Estates Planning Application</b></p> <p>Melbourn Parish Council received an email from James Fisher (S106 Officer from SCDC) who had been contacted by a company working on the Endurance Estates appeal, who is looking to overcome one of the reasons for refusal. The committee discussed how they would deal with this.</p> <p>The Clerk is to investigate who owns the land opposite Thatcher Stanfords Close Melbourn.</p> <p>To seek advice on how Melbourn Parish Council will handle an appeal.</p>	<p>Cllr Norman</p> <p>The Clerk</p> <p>Cllr Norman</p>
<b>MFC/24/15</b>	<p><b>Progress on the Neighbourhood Area</b></p> <p>It was agreed that as the Neighbourhood Steering Group Committee has been approved, Melbourn Futures Committee can take a step back from Neighbourhood Plan issues.</p> <p>Cllr Regan suggested MFC gives a short progress report on MFC activities and our progress with the Neighbourhood Plan prior to the next Full Council Meeting on 24<sup>th</sup> August 2015.</p> <p>Melbourn Futures Committee is to discuss with The Clerk the possibility of setting up a separate cost centre for Neighbourhood Steering Group Committee so they can pay for their separate activities. To seek PC agreement to allocate some funding to the NPSG as it begins its work.</p>	<p>Cllr Norman</p> <p>The Clerk/Cllr Norman</p>
<b>MFC/25/15</b>	<p><b>To consider any topics for future discussions</b></p> <p>Covered above financial report to be a standing item on agendas</p> <p>To check with the Clerk whether the MFC was remitted to make proposals on methodology for allocating budgets to committees for discussions on the Precept at the end of this year</p>	Cllr Norman

	<b>Next Meeting: Wednesday 9 September 2015 at 10am. Large Upstairs Meeting room with Projector.</b>	
	<b>The Chair closed the meeting at 11.18am.</b>	