

# MELBOURN PARISH COUNCIL

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

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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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8<sup>th</sup> March 2017

Dear Councillor,

You are hereby summoned to attend a meeting of the Parish Council to be held on Monday 13<sup>th</sup> March 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 13<sup>th</sup> March 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 the Parish Council to be held on Monday 13<sup>th</sup> March 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**

PC356/16: To receive any apologies for absence.

PC357/16: 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

PC358/16 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).

PC359/16: To approve the Minutes of the Parish Council Meeting 27<sup>th</sup> February 2017

PC360/16: To report back on the minutes of the Parish Council Meeting 27<sup>th</sup> February 2017

PC361/16: Presentation from Skanska – Report on a scoping study for Highways Improvements in Melbourn

PC362/16: To agree a dispensation procedure for Councillors and to resolve that the Clerk is granted the power to grant dispensations'

PC363/16: To agree and adopt:

- a) NALC Financial Regulations 2016
- b) Gifts and Hospitality Policy

PC364/16: To discuss matters arising from Victoria Heights

PC365/16: To discuss a report from the War Memorial Working Party and consider funding of landscaping and replacement fencing.

PC366/16: To discuss and approve Terms of Reference for future committees:

- a) Finance and Good Governance
- b) HR Panel
- c) Planning
- d) Cemeteries
- e) Conservation

PC367/16: To agree Working Party Members for 199 Homes.

PC368/16: To discuss the appeal for Town and Country Planning Act 1990 Appeal Under Section 78 at 73 High Street, Melbourn, Royston, Cambridgeshire, SG8 6AA. Conversion of the existing shop to one flat and convert the remainder of the existing house to 3 flats, creating 4 no 1 bed flats. The Appeal Start date is 14<sup>th</sup> February 2017. Written representations will need to be submitted by 21<sup>st</sup> March 2017. Mr Solanki. APP/W0530/W/17/3167199. S/0218/16/FL.

PC369/16: To receive any notifications or planning consultation documents.

- (a) Notification of application to carry out tree works subject to a tree preservation order or situated within a conservation area at 9 The Moor, Melbourn, Royston, Cambridgeshire, SG8 6ED. 35 Leylandi trees, fell to ground and 1 small cherry, fell 1x silver birch S/0453/17/TC. Mrs Mary Purnell. Comments from Clerk.
- (b) Lawful Development Certificate for Proposed Conversion of Existing Garage at 15 Orchard Way, Melbourn, Royston, Cambridgeshire, SG8 6HT. Mr Paul Rogers. S/0696/17/LD. For information only
- (c) Proposed brick & block cavity wall, rear extension with felted flat roof at 15 Orchard Way, Melbourn, Royston, Cambridgeshire, SG8 6HT. Mr Paul Rogers. S/0765/17/PA. For information only
- (d) Town and Country Planning Act 1990 hereby grants permission for Removal of existing Garage and replacement with a single storey extension including associated internal alterations at 97 Beechwood Avenue, Melbourn, Royston, Cambridge, SG8 6BW. Mr & Mrs Deville.
- (e) Any other notifications at the time of meeting

PC370/16: 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 2 Water Lane, Melbourn, Royston, Cambridgeshire, SG8 6AY. S/0777/17/TC. Mrs Chalk
- b) Notification of application to carry out tree works subject to a tree preservation order or situated within a conservation area 11 Chapel Lane, Melbourn, Royston, Cambridgeshire, SG8 6BN. S/0685/17/TC. Mr Michael Linnette
- c) Notification of planning application for single storey extension and associated internal remodelling at 30 Russet Way, Melbourn. Royston, Cambridgeshire, SG8 6HE. S/0703/147/FL. Olga Leonardova

PC371/16: Correspondence:

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

PC372/16: 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