

MELBOURN PARISH COUNCIL

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

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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.

4th January 2017

Dear Councillor,

You are hereby summoned to attend a meeting of the Parish Council to be held on Monday 9th January 2017 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 9th January 2017 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 9th January 2017 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

PC255/16: To receive any apologies for absence.

PC256/16: To receive any Declarations of Interest and reasons from Councillors on any item listed on the Agenda.

PC257/16 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).

PC258/16: To approve the Minutes of the Parish Council Meeting 12th December 2016

PC259/16: To report back on the minutes of the Parish Council Meeting 12th December 2016

PC260/16: To discuss and approve the locking and unlocking of Littlehands Gate

PC261/16: Approval of Litter Picker (Staff) and (Volunteers) Risk Assessments

PC262/16: To consider how votes are recorded at meetings

PC263/16: First draft of the Strategic Plan

PC264/16 To review and approve the current Parish Council Subscriptions

PC265/16 To review and approve:

- a) Revised Index for Policies
- b) Policy for Creation and Revision of Documents
- c) Policy and Procedure - Discipline
- d) Policy and Procedure - Grievance

PC266/16: To receive a report on the Hub Finances for October and November Accounts 2016

PC267/16: To receive any notifications or planning consultation documents.

- (a) Any other notifications at the time of meeting

PC268/16: To consider the following Planning Applications:.

- a) 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/LB
- b) Notification of application for Erection of staff accommodation building and car park at New Farm Shop, Bury Lane Fruit Farm, Melbourn Bypass, Meldreth, Royston, Cambridgeshire, SG8 6DF. EW Pepper Limited. S/3387/16/FL.
- c) Notification of application – currently a grassed area of open space, proposed some of the area to provide needed additional parking for the residents of John Impey Way, Melbourn at 29 John Impey Way, Melbourn, SG8 6HZ. Mr Liam Flatters. S/3432/16/FL.
- d) Notification of application to Access from Cambridge Road to maintain paddock & grazing land at Cherrytrees, Cambridge Road, Melbourn, Royston, Cambridgeshire, SG8 6EY. Mr B Chipperfield. S/3458/16/FL
- e) Notification of application for Post Mounted Noticeboard at All Saints Parish Church, High Street, Melbourn, Cambridgeshire. Roger Mellor. S/3550/16/AD
- f) Notification of application for single storey extension at first floor level, to administration building adjacent to main industrial unit, and new double garage at Workshop, Saxon Way, Melbourn, Royston, Cambridgeshire, SG8 6DN. Mr Bretherton, Procam Agriculture Limited. S/2926/16/FL - AMENDMENT REVISED DESCRIPTION

PC269/16: Correspondence:

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

PC270/16: 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