



# MELTON PARISH COUNCIL

**MPC(20)A02**

To Members of Melton Parish Council  
Dear Councillor,

You are summoned to attend the Meeting of Melton Parish Council to be held on **Wednesday 18 March 2020, commencing at 19:00 at 17 Riduna Park, Station Road, Melton IP12 1QT.**

*William Grosvenor*

Clerk and Executive Officer to the Council  
5 March 2020

## AGENDA

	<b>PART ONE – OPEN TO THE PUBLIC</b>
<b>20.22</b>	<b>TO RECEIVE APOLOGIES FOR ABSENCE</b>
<b>20.23</b>	<b>DECLARATIONS OF INTEREST</b>
<b>20.23.01</b>	<b>To receive Amendments to the Register</b>
<b>20.23.02</b>	<b>To receive Declarations of Pecuniary Interest in respect of Items on the Agenda</b>
<b>20.23.03</b>	<b>To receive Declarations of Non Pecuniary Interest in respect of Items on the Agenda</b>
<b>20.23.04</b>	<b>To consider Full / Partial Dispensations for Pecuniary Interests Declared</b>
<b>20.24</b>	<b>PUBLIC PARTICIPATION SESSION</b>
<b>20.24.01</b>	<b>Presentation by the Chairman of the Parish Council of the Annual Melton Award</b>
<b>20.24.02</b>	<b>To receive the Reports from County and District Councillors</b>
<b>20.24.03</b>	<b>To receive village matters raised by Members of the Public or Councillors</b> The opportunity for members of the public to ask questions of their councillors and the opportunity for members of the public or councillors to raise matters of concern / interest in the village, including any matters relating to policing in the parish.

20.25	<b>TO APPROVE THE MINUTES OF THE ORDINARY MEETING OF FULL COUNCIL HELD ON 15 JANUARY 2020</b> Minutes MPC(20)M01
20.26	<b>TO CONSIDER APPOINTMENT OF CLLR DARBY TO PLANNING AND TRANSPORT COMMITTEE</b>
20.27	<b>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES</b>
20.27.01	<b>Planning and Transport Committee 22 January 2020</b> Minutes PLA(20)M01
20.27.02	<b>Planning and Transport Committee 26 February 2020</b> Minutes PLA(20)M02 and PLA(20)M02 CONFIDENTIAL (Draft)
20.27.03	<b>Finance Employment &amp; Risk Management Committee (FERM) 5 February 2020</b> Minutes FRM(20)M01 (Draft)
20.27.04	<b>Recreation Committee 11 March 2020</b> Minutes REC(20)M02 and REC(20)M02 CONFIDENTIAL (Draft)
20.28	<b>TO CONSIDER FINANCIAL AND INTERNAL CONTROL MATTERS</b>
20.28.01	<b>To receive and consider the financial management reports for the period 1 April 2019 to 29 February 2020</b> Papers MPC(20)28.01 and MPC(20)28.01(a-i)
20.28.02	<b>To receive and consider the detailed Budget report</b> Paper MPC(20)28.02
20.28.03	<b>To receive a report on the Interim Internal Audit undertaken on 16 January 2020</b> Clerk to report
20.28.04	<b>To consider revisions to the Council's Financial Regulations 5.1, 6.7 and 6.16 (Referral from FERM Committee (Minutes FRM(20)05.03 and FRM(20)05.05))</b> Paper MPC(20)28.04
20.28.05	<b>To consider revision to Term of Reference (D)(x) for FERM Committee (Referral from FERM Committee (Minute FRM(20)05.04))</b> Paper MPC(20)28.05
20.28.06	<b>To review and confirm the Council's Standing Orders</b> <a href="https://melton-suffolk-pc.gov.uk/wp-content/uploads/2019/11/Standing-Orders-v9-October-2018.pdf">https://melton-suffolk-pc.gov.uk/wp-content/uploads/2019/11/Standing-Orders-v9-October-2018.pdf</a>
20.28.07	<b>To review the Internal Control Policy for the year ending 31 March 2020</b> Paper MPC(20)28.07
20.28.08	<b>To review the Council's Asset Register as at 31 March 2020</b> Paper MPC(20)28.08
20.28.09	<b>To confirm by resolution the decision by FERM Committee to invest the Rent Deposit account monies received from the 1<sup>st</sup> floor tenant with the Ipswich Building Society and comply with the Society's procedural requirements</b> Clerk to report

20.29	<b>TO CONSIDER THE COUNCIL'S FORMAL RESPONSE TO THE LETTER RECEIVED FROM HOPKINS HOMES IN RELATION TO MELTON PARK</b> Paper MPC(20)29
20.30	<b>TO FURTHER CONSIDER ARRANGEMENTS FOR THE FETE IN 2020</b> Cllr Porter to report
20.31	<b>TO RECEIVE AN UPDATE ON STAFFING MATTERS</b> Clerk to report
20.32	<b>TO CONSIDER UPDATE REPORT ON THE POSITION RELATING TO COMMUNITY INFRASTRUCTURE LEVY (CIL) FUNDED PROJECTS INCLUDING COMMUNITY CONSULTATION PREFERENCES</b> Paper MPC(20)32
20.33	<b>TO CONSIDER PROPOSALS FROM SCC HIGHWAYS FOR ROAD SAFETY WORKS IN MELTON ROAD</b> Paper MPC(20)33
20.34	<b>TO CONSIDER REVISED POLICY AND PROCEDURE REGARDING DISCLOSABLE PERSONAL INTERESTS</b> Paper MPC(20)34
20.35	<b>TO CONSIDER REVISED PROTOCOL FOR PUBLIC PARTICIPATION IN MEETINGS (<i>Referral from FERM Committee (Minute 20.08.02)</i>)</b> Paper MPC(20)35
20.36	<b>TO DISCUSS THE COUNCIL'S RESPONSE TO THE CORONAVIRUS EMERGENCY</b> Paper MPC(20)36
20.37	<b>TO CONSIDER CHANGES TO THE MEETINGS CALENDAR FOR 2019/20</b> Clerk to report
20.38	<b>REPORT BACK FROM EAST SUFFOLK COMMUNITY PARTNERSHIP MEETING 27 FEBRUARY 2019</b> Cllr Porter to report
20.39	<b>TO CONSIDER REVISED STREET NAMING PROPOSALS FOR THE GAH SITE OFF MELTON ROAD</b> Clerk to report
20.40	<b>TO CONSIDER RISK ISSUES</b> Paper MPC(20)40
20.41	<b>TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES</b>
20.41.01	<b>Burness Parish Room Management Committee</b> Cllr Gradwell to report
20.41.02	<b>Melton Trust</b> Cllr Martin to report
20.41.03	<b>East Suffolk Rail Partnership</b> Paper PLA(20)25.01
20.41.04	<b>Melton Primary School</b> Cllr Martin to report
20.41.05	<b>Melton Messenger</b> Cllrs Porter and Brown to report

<b>20.41.06</b>	<b>ASB Co-ordination meetings</b> Cllr Holmes to report
<b>20.41.07</b>	<b>Sizewell C and EDF Community Forum</b> Cllr Banks to report
<b>20.41.08</b>	<b>Suffolk Association of Local Councils</b> Cllr Porter to report
<b>20.42</b>	<b>TO CONSIDER ITEMS FOR THE MELTON MESSENGER</b>
<b>20.43</b>	<b>CHAIRMAN'S URGENT BUSINESS</b>
<b>20.44</b>	<b>DATE OF NEXT MEETING</b> The next Meeting (Statutory Annual Meeting) of Melton Parish Council will take place on Wednesday 6 May 2020 at 17 Riduna Park, Station Road, Melton IP12 1QT, commencing at 7pm

**PLEASE NOTE THAT MEETINGS MAY BE FILMED, PHOTOGRAPHED, RECORDED or REPORTED ABOUT**