

# MELMERBY PARISH COUNCIL

Parish Clerk: Mrs Lisa Beken  
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October 19<sup>th</sup>, 2021

You are hereby summoned to attend an Ordinary Parish Council Meeting of Melmerby Parish Council which will be held at Melmerby Village Hall, on Tuesday 26<sup>th</sup> October, 2021 at 7.30pm.



Mrs Lisa Beken

## AGENDA

1. **Apologies for Absence** -To receive and accept apologies and note the reasons for absence.
2. **Declarations of Interest** – To receive all declarations of interest from members of the Council in respect of items on this agenda.
3. **Minutes** - To authorize the Chair to sign minutes of the Ordinary Parish Council Meeting held on 27<sup>th</sup> July 2021 as previously circulated.
4. **Exclusion of Press and Public (Public bodies Admission to Meetings Act 1960)** – To decide whether there any agenda items which require consideration for the exclusion of the press and public.
5. **Public Participation** - The Chair will adjourn the meeting to allow members of the public an opportunity to speak. All public participation will be by prior arrangement with the Clerk, at the Chair's discretion.
6. **Cumbria County Council Report** - To receive relevant updates from County Councillor Claire Driver.
7. **Eden District Council Report** – To receive relevant updates from District Councillor Raymond Briggs.
8. **Code of Conduct** – To receive an update on a Code of Conduct matter.
9. **Highways** – To consider the matters related to highways, including the public meeting.
10. **Parish Projects** – To receive an update on the progress of grant applications, and consider future actions as appropriate.
11. **Play Area** – To consider actions as recommended in the Annual Inspection.
12. **Damage to bench** – To consider repair or replacement of damaged bench.
13. **Defibrillators** – To acknowledge damage caused during the Appleby Fair.
14. **Bus Shelter** – To receive an update on the use of the bus shelter for the sale of books for charity, and to consider the arrangement in the longer term.
15. **Planning Protocol** - To consider the most effective way to produce a formal Planning Protocol for the Parish Council.
16. **Planning Decision Notices** - To acknowledge the following planning decision notices in the Parish:
  - a. 21/0595 Land to the rear of Elsghyll Cottage, Melmerby, CA10 1HN. Erection of passivhaus dwelling with upgraded access and change of use from erection and testing of wooden yurts to residential C3. Resubmission of 21/0136. **REFUSED**
  - b. 21/0736 Ravenswood, Melmerby, CA10 1 HN. Erection of detached garage and car port and addition of sun room. **GRANTED**
17. **Planning Applications** – To acknowledge comments submitted on planning applications in the Parish since the last meeting of the Parish Council:
  - a. 21/0736 Ravenswood, Melmerby. Erection of detached garage and car port and addition of sun room.  
**No objections**
18. **Accounts and Finance;**
  - a. To approve payments as detailed in RFO report.
  - b. To consider purchase of Microsoft Office Software for the use of the Clerk.
  - c. To agree transfer of filing cabinet.
19. **Correspondence** – – To acknowledge correspondence received as listed in the correspondence register.
20. **Date and Time of Next Meeting** – To agree the date of the next meeting of the Parish Council.

**All Parish meetings are open to the public.**