

**Melbourne Parish Council**  
Damson Cottage, South End, Seaton Ross, YO42 4LZ  
Mobile: 07557 345 204  
Email: [melbournepc@yahoo.com](mailto:melbournepc@yahoo.com)  
[www.melbourneparishcouncil.co.uk](http://www.melbourneparishcouncil.co.uk)

Dear Councillor,

The **Annual Parish Council Meeting** will be held in The Village Hall at 6:30pm on Monday 15 May 2023.

**Agenda**

- A. Election of Chairman and Vice-Chairman for 2023/24
- B. Membership of the Planning and HR Sub-Committees
- C. Declarations of acceptance of office and members' interests

Followed by the **Annual Parish Meeting** at 6:40pm.

**Agenda**

- A. Parish matters
- B. Annual report by Chairman

Followed by the **Parish Council meeting** at 7.00pm:

**Agenda**

Public forum	
1. Apologies	NC
2. Declarations of interest	All
3. Minutes of the meetings held on 13 March 2023 (attached)	NC
4. Matters arising from minutes	NC
5. Annual Finances Governance Statement (attached)	JS
6. Submission of Annual Accounts (attached)	JS
7. Parish Council's current financial position - £9,827.26	JS
8. Requests for payment: a. Internal audit (Louise Holbrough) - £50	JS
9. Planning applications received (attached): a. 23/00939/PLF South farm, Seaton Common – No comments b. 23/00862/PLF Pear Cottage Main Street, YO42 4QQ – No comments	JS
10. Planning Notices received: a. 23/00365/PLF - The Stores Main Street YO42 4QE – Granted	JS
11. Correspondence since the last meeting: a. Neighbourhood Police Newsletters March 2021 (already circulated)	JS
12. Councillors' Forum	All

*JL Stewart*

Jane Stewart  
7 May 2023