

Melbourne Parish Council
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Minutes of the meeting of Melbourne Parish Council held in the village hall at 6.30pm on Monday 15 May 2023.

Present: Councillors Tomalin (in the chair), Johnson, Lee, Breeze, Downes, Rollason and Kemp.

23/1 Apologies – Cllr Cooper.

23/2 Members of the public present – None.

23/3 Declarations of interest – None.

23/4 Minutes of the Parish Council meeting held on 13 March 2023 – Agreed – that the minutes of the meeting be approved as a correct record and be signed by the Chairman.

23/5 Matters arising from the minutes:

22/98 Defibrillator – Cllr Rollason was still to circulate instructions. The item would be added to the July 2023 agenda. It was also **agreed that the defibrillator would be checked at every parish council meeting.**

22/100 Emergency plan - **Agreed that the Clerk would provide Cllr Lee with a copy of the electoral register for the emergency box and complete the emergency plan.**

22/101 Memorial tree – **Agreed that the Clerk would ask Melbourne Sports and Playing Field Association if the tree could be planted on its grounds.**

22/107a Public Rights of Way (PROW) – East Riding of Yorkshire Council (ERYC) was to contact the landowner to establish if the stile on PROW 9 (parallel to the East Common Lane (Sumo road)) had been put in by the landowner to replace the existing one or if it was a new one. Cllr Johnson reported the soil was coming away from the bridge over the drainage pipe on PROW 7 – **Cllr Breeze to monitor/action.**

23/6 Annual Finances Governance Statement – The annual governance statement was considered and **approved.**

23/7 Exemption Certificate – The exemption certificate was considered and **approved.**

23/8 Submission of Annual Accounts and Accounting Statements– the annual accounts and accounting statements were considered and **approved.**

23/9 Parish Council's current financial position - £9,827.26 – Noted.

23/10 Requests for payment – Approved:

- a. Internal audit (Louise Holbrough) - £50

23/11 Planning applications:

- a. 23/00939/PLF South farm, Seaton Common – No comments
- b. 23/00862/PLF Pear Cottage Main Street, YO42 4QQ – No comments

23/12 Planning notices – Noted.

23/13 Correspondence since the last meeting – Noted.

23/14 Councillor Forum:

- a. Melbourne Grange Farm holiday cottages – Cllr Johnson reported these were being let as permanent residencies. **Agreed the Clerk would report the matter to Planning Enforcement.**

The date of the next meeting of the Parish Council will be 6:30pm on Monday 10 July 2023.

The meeting closed at 7:30pm.