

**MELDRETH PARISH COUNCIL
ANNUAL MEETING OF THE PARISH COUNCIL**

CHAIRMAN: Mr Richard Goddin

Clerk: Mrs J Damant
Parish Council Office
Sheltered Housing Communal Room
Elin Way
Meldreth SG8 6LX

Telephone:(01763) 269928
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To members of the Council:

You are hereby summoned to attend a meeting of Meldreth Parish Council on Thursday 10th May 2018 at 7.30 p.m in the Green Room of the Village Hall for the purpose of transacting the following business.

To members of the Public:

You are invited to attend a meeting of Meldreth Parish Council on Thursday 10th May 2018 at 7.30 p.m in the Green Room of the Village Hall for the purpose of transacting the following business.

Clerk: _____

Date:4th May 2018

AGENDA

- 407/05/18 Election of Chairman and signing of the Acceptance of Office and Agreement to Abide by the Code of Conduct:** (LGA 1972 s15(2). The Chairman remains in their seat until they have been reinstated or a new Chairman is voted in (LGA1972 s15(4)). Chairman has the casting vote (LGA 1972 s15(3))
- 408/05/18 Election of Vice Chairman and signing of the Acceptance of Office and Agreement to Abide by the Code of Conduct:** *Local Elections (declaration of acceptance of Office) Order 2012/1465, sch1*
- 409/05/18 All Councillors to sign their Acceptance of Office and Agreement to Abide by the Code of Conduct.**
- 410/05/18 To receive any apologies for absence:** *LGA 1972 sch12 para 40 – Quorate is one third but no less than 3 members LGA 1972 sch12, para 45*
- 411/05/18 Councillors to disclose any Pecuniary Interests (disclosable pecuniary interests (DPIs) include interests held by a member's spouse, civil partner or similar)) listed on the Agenda:**
- 412/05/18 Public Participation: [For up to 15 minutes members of the public may contribute their views and comments to the Parish Council - 3mins per item]**
- 413/05/18 To approve and sign Minutes of meeting dated 5th April 2018:**
- 414/05/18 District Councillor Report:**
Report circulated – questions from Parish Councillors
- 415/05/18 County Councillor Report:**
Report circulated – questions from Parish Councillors
- 416/05/18 Office IT Computer System:**
Update on computer software.
- 417/05/18 Election of Planning Committee:**
- 418/15/18 Nomination to the following: Working Groups/Key representatives and Trustees**
Working Groups:

Burial Ground Working Group:	Triggs Charity (education) Representative:
Finance Working Group:	Village Hall Representative:
Complaints and Personnel Working Group:	Parish Charities Representative:
Meldreth Recreation Ground Working Group:	Melwood Conservation Representative:
Policies Working Group:	Parish Paths Partnership (PPP) Representative:
Marley/Eternit Working Group:	River Mel Restoration Representative

Mettle Hill Working Group	Melbourn Area Youth Development: (MAYD)
Meldreth Futures Working Group:	SPEP Representative:
Pavilion Working Group:	Mary Course School Fund Representatives:
Tennis Club Working Group:	Tree Warden:
Flood Avoidance Sub Committee:	Network Rail Representative
Highways Volunteers Representative	Melwood Conservation
Parish Paths	River Mel
SPEP	Alms Houses
Flambards Resident Association	Church

Working Group Updates/Reports:

419/05/18 Meldreth Futures Working Group:
Update on applications:
Meldreth Area Youth Development (MAYD)

420/05/18 Mettle Hill Working Group:
Update from Cllr Goddin

Planning:

421/05/18 Planning Extracts: *(Town and Country Planning Act 1990 schedule 1, paragraph 8)*
(Full Planning Minutes are available via the Clerk, website or notice board).

Planning meeting held on 19th April 2018:

Planning meeting held on 10th May 2018: no meeting

Major Projects

423/05/18 Security for Pavilion: *(Local Government and Rating Act 1997 s31)*
CCTV Equipment has been installed. Notices to be erected.

424/05/18 Church Wall: (Cllr James, Cllr Goddin, Mr Price, Mr Cotton)
Update working party.

Ongoing Projects

425/05/18 Playground:
Monthly Report

426/05/18 Street light survey:
Update on the cost of replacing all 13 lights.

427/05/18 Proposed closing of the railway crossing on footpath 10:
Update

428/05/18 Defibrillators:
Update on defibrillator on North End.
Update on Defib training. The date of 16th June has been cancelled as it clashes with the Church Fete, new date awaited.
Clerk has made enquiries about a large pipe which is feeding into the River Mel from the school field.
Clerk has been in contact with both the planning department and Environmental Health at SCDC with regards to residents' concerns over the burning of brush in the field behind No. 70 Whitcroft Road.
The village hall have agreed to installing a light above the defibrillator at the village hall and they will cover the electricity costs.

Administrative /Other

429/05/18 Correspondence and Clerk's Report:
Clerk to conduct footway streetlight survey
Clerk has received one quote and awaiting another for maintenance work on the recreation ditch.
Clerk and book keeper are in the process of putting the audit together. This will need signing off at the next meeting, once it has been through the Internal Auditor.
Rail User Group meeting will take place on 17th May at Shepreth Wildlife Park.

Clerk has received correspondence from Cam Valley Forum regarding an alien species of weed that has invaded the River Cam and some of its tributaries. It is a South American plant called Floating Pennywort.

They are asking if a quick survey can be done to see if there is any present and to let them know or let the Clerk know.

Clerk is looking into who is responsible for trees on the verge near No.2 Whitecroft Road. Clerk is looking into who is responsible for two ash trees on the verge outside No 9 High Street.

Can Councillors think about joining LCPAS at a cost of £100 for an annual membership fee. Tree in Churchyard – clerk has requested Acacia to look at a tree near the entrance of the churchyard which appears to have died.

430/05/18 Matters arising: (no actions, information only)

Finance

432/05/18 To receive details of cheques to be drawn on the Parish Council's account as detailed or amended by late payments. To approve payments:

LGA Local Government Act; TCA Telecommunications Act; OSA Open Spaces Act; PHA Public Health Act; PCA Parish Council Act

1. Cheques/internet payment for approval and signature including any additional payments:

Payments already made

	Gross	Vat		Power	
Staff	confidential	0	May Salaries	LGA 1972 s112	Bacs
Inland Revenue	confidential	0	May PAYE/NI	LGA 1972 s112	bacs
SMART	confidential	0	Pension contributions	LGA 1972 s112	DD
Talk Talk	22.31	0	Broadband	TCA 1984	DD
D P Gardens	540	0	Grass and verge cutting	OSA 1906 s9/10	Bacs

Payments awaiting Approval

	Gross	Vat		Power	
Eon	167.20	7.96	Electric for pavilion	LGA 1972 s133	Bacs
Peter Walter	34.50	0	Meldreth Futures domain name and hosting costs for website	LGA 1972 s142	bacs
CCC	1417.61	0	Street light Energy	Highways Act 1980 s301	bacs
Birketts	300	50	Legal services for Eternit	LGA 1972 s133	bacs
J Reid	48.96	0	Plants for Melwood	OSA 1906 s9/10 taken from Melwood reserves	2645
Four Counties	485	0	Installation of goal post and two benches at recreation ground	OSA 1906 s9/10	Bacs
CAPALC	407.89	0	Annual Membership	LGA 1972 s133	Bacs
J Damant	19.20	0	Expenses	LGA 1972 s112	Bacs
LCPAS	200	0	Data Protection Officer	LGA 1972 s111	Bacs

The payment for LCPAS has been reduced from £300 to £200 as the Clerk also covers Orwell and they have also contracted LCPAS as their DPO.

Clerk, Chairman and Cllr Fallon agreed that due to the recent vandalism at the pavilion that the benches needed to be installed quickly, Four Counties were asked for a price and to also include the installation of the 5aside football post. Price is within the Clerk's authorisation so no tenders are needed.

Deposits

Precept	30000.00
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Other Items:

- 433/05/18 Burial Ground:**
Rules and Regulations.
- 434/05/18 WW1 Memorial Figures:**
Decision to purchase 'Tommy' silhouette figures and if so where they are to be placed
- 435/05/18 Proposal for a change to the junction layout of Whitecroft and Station Road:**
- 436/05/18 GP Provision:**
Update of the meeting arranged by Barrington Parish Council to look at the possibility of providing health care facilities using a combined S106 monies from affected villages.
- 437/05/18 GDPR and appointment of a Data Protection Officer:**
Clerk has attended a recent training session held by LCPAS who it was agreed by the Parish Council to be the Data Protection Officer (DPO). The Parish Council are the Data Controllers. Clerk is in the process of implementing the policies.
- 438/05/18 Councillors' Reports:**
- 439/05/18 Annual Village Meeting & Annual Parish Meeting (2018):**
Annual Village Meeting will be held on May 24th 2018 at 7.30pm
- 440/05/18 Agenda items for the next meeting:**