

MELDRETH PARISH COUNCIL

MINUTES AS YET UNAPPROVED of Parish Council Meeting held **Thursday 5th June 2008**, 7.30 p.m. in The Green Room, Meldreth Village Hall

Present: Mr C.A. Land – Chairman (CAL); Mr R. A. Searles – Vice Chairman (RAS); Mr G.V. Borgonon (GVB); Mr A.P. Burlton (APB); Mr S.W.J. Chamberlain (JC), Mrs C.J. Fallon (JF); Mr S.J. Hawkins (SH); Mrs J Montague-Fuller (JMF); Mr P. A. Ray (PAR); Cllr Dr S. van de Ven (Councillor, South Cambridgeshire District Council [SCDC])

Action

1. **Apologies for absence:**
Cllr David McCraith (Cambridge County Councillor [CCC])
2. **To sign and approve Minutes of meeting dated 1st May 2008:**
There were minor amendments to the minutes:
10.3 – Was seconded by Mr P A Ray
10.8 – The suggestion to look into the Safer Routes to School was from Mr J Chamberlain
10.9 – Refers to platform 2 not 1
The minutes were then agreed by all to be a true record, proposed by Mr P A Ray, seconded by Mr R A Searles and signed by the Chairman.
3. **Members of the public and press are invited to address the Council:**
There were 2 members of the public in attendance.
There was concern expressed about the proposal by the Government of the building of Eco Towns, one such town is proposed for Hanley Grange, near Duxford.
The Parish Council are aware of the Government's proposal of Eco Towns and have been kept informed by Cllr S van de Ven.
4. **Members' declaration of interest for items on the agenda, which may cause a conflict of interest:**
Mrs J Fallon declared a personal and prejudicial interest in item 6.4 (Pavilion). Clerk still seeking dispensation for Mrs Fallon. **Clerk**
5. **Report from District Councillor:**
 - Sheltered Housing – a temporary warden is due to start on 11th June and will also cover Melbourn.
 - Mr Simon Edwards is the new Portfolio Holder; Mrs Daphne Spink did not stand for re-election.
 - Burtons – There are still two two-bedroom, equity share, flats for sale at Burtons. While 'equity-share' fall into the 'affordable' category, they are often still expensive enough that they don't shift quickly and properties end up vacant for significant periods of time.
 - Councillor expenses – SCDC councillors' are expected to undergo training in 'council values.' Cllr van de Ven expressed her concern that she felt that this particular training, which takes place at taxpayers' expense, has the wrong focus, and would not be attending. She supported information sessions on the possibility of housing stock transfer and would be attending these.
 - Housing Futures – The scheduled information sessions for tenants were in Histon and Sawston, which was too far for residents in this area to attend. Cllr van de Ven requested a session to take place in Meldreth for October and will supply the date as soon as it is known. Home visits can also be arranged. Please contact Cllr van de Ven with questions or concerns.
 - Cllr van de Ven will be attending the Melbourn Youth Club
 - Clerk had received a note from a resident with a pest control concern; this was passed onto Cllr van de Ven who will look into the matter.
 - A question of what is happening with the Traveller Site Consultation was asked; Cllr van de Ven stated that at the moment very little was happening. She would ask for further details and report back.
 - Standards Committee - From now on complaints regarding the Code of Conduct for Parish and District councillors will be dealt with in the first instance by the Local Standards Committees; for Meldreth that means the SCDC Standards Committee. All standards committees are made up of parish, district, and independent members. This new 'local filter' process replaces the previous system whereby complaints went first to the Standards Board for England
6. **Agenda Items:**
 - 6.1 **Flood Avoidance Sub Committee Report**
Working party have been digging ditches and improving banks in Chiswick End with the advice from Mr R Mungoven and Mr P Matthews (SCDC).
Work is in progress assessing how to avoid storm water flooding on the High Street, in particular investigation of old ditches, which lead down to the River Mel. In addition Mr M Cooper (CCC Highways) has cleared 32 culverts between the stocks and Flambards, with further jetting still to be done. Highways have also dug out a gully so there was no water pool at the stocks after the recent heavy rain.
Contacts have been made with Anglian Water concerning the sewage system in Meldreth. A meeting and site visit to the local sewage plant is planned. An article will be written for Meldreth Matters suggesting ways in which residents can help; 70% of blockages are caused by misuse.
It seems that it will be unlikely that Anglian Water will carry out repairs to the sewage pipe that runs under Whitecroft road in the foreseeable future as they do not yet think it is a high enough priority. This highlights the need for any problems to be reported to Anglian Water to get the priority raised.
Mrs Margaret Lynch has provided a map of the old drainage system. A copy will be kept in the parish office. Maps are being shared too with the Local History Group.

6.2 Village Furniture – maintenance programme

The notice board repairs at the station are still to be done Mr R Burlton to concrete the posts so they are more stable. Clerk to enquire with Mrs P Penfold if she knows who is actually responsible for the notice board.

AB
Clerk

6.3 Agenda format

It was suggested to try to keep meetings to a deadline of 10.00pm with an extension of a possible 15 minutes, this will be tried first with a view to adopting it into the Standing Orders at a later date.

Clerk will use a new format in producing the agenda over the next few months until a format can be found that all councillors are in agreement with.

6.4 Funding Requests

The Parish Council still require seeing a full set off accounts from Good Companions, before a decision can be made. Clerk will write back

Clerk

6.5 Review of Standing Orders

Clerk, Mrs J Mongague-Fuller and Mr A Burlton will look at Standing Orders. Mr P A Ray also expressed an interest and stated that if either of the other councillors could not attend meetings he would attend in their place.

Clerk
JMF, AB,
PAR

6.6 Churchyard footpath

Mr A Burlton has now received three quotes for the laying of the footpath. It was proposed by AB and seconded by RAS to ask John Cobbs to carry out the work and to notify Mr A Burlton or the Clerk when the work will be carried out.

Clerk
AB

6.7 Pavilion

Three quotes have now been received.

6.8 Parking Facilities on Elin Way

Clerk still chasing the Planning Department (SCDC) for an answer to the question raised as to whether the Highways Department (CCC) were aware of the layby being taken away. Councillors noted that the major parking problems in Elin Way at school run times would not be alleviated by reinstating the layby and reinstatement is unlikely to be worthwhile.

Clerk

6.9 Mary Course Memorial

The post office account does not seem appropriate, as the account has to be made out to an individual. Mr R A Searles suggested that the Clerk contact Mr David Smith, Treasurer of the Village Hall, as he may have some suggestions. A cheque for £60 to be sent to Meldreth Primary School, proposed by Mr S Hawkins, seconded by Mr G V Borgonon all agreed. (Additional payment)

Clerk

6.10 Burial Ground

Mrs Melissa Hutchinson has requested a site visit for 14th June, to decide on where to place a bench in the burial ground. Mr C A Land and Mrs J Fallon will attend.

CAL, JF

A further two quotes are required for the repairs to the concrete path around the cemetery. Mr C A Land will supply the Clerk with his suggestions of other companies who may be able to carry out this type of work.

CAL, Clerk

6.11 Highways

Litter on the A10 – Clerk has contacted the Environmental Department of SCDC who are responsible for the bin which was reported as missing by Mr J Chamberlain; they will investigate.

Stiles – see item 6.12

Hedges on Kneesworth Road – Clerk to arrange a meeting between Mr A Burlton and Mr M Cooper (CCCHighways) to look at the verges and hedges in this area including the crossroads at Fenny Lane. The road repairs, which have recently occurred on Kneesworth Road, appear to be in good order.

Clerk to contact Highways about the Give Way sign on Fenny Lane as it is now dangerous and needs repairing.

Overhanging branch at North End will be removed when the black poplar's crown is reduced. (See item 7)

Hedges on High Street – some of these have been cut back.

6.12 Parish Paths Partnership (P.P.P).

Mr Chamberlain read out his report.

Since the last meeting there has been a successful working party consisting of twelve volunteers and councillors on 31st May where chippings have been laid on fp 6 from the railway crossing to near Woolpack Way. Thanks were expressed to Dr Humphreys for the chippings and Mr Burlton and his grandson Tom for loading and delivering the chippings to Flambards Close. Mr Ralph Betts has given his permission for his property to be entered, as long as there are no cattle, and the weather is agreeable. He would however, like sufficient warning as to when the work will be undertaken. This will enable the working party to lay the required wood chippings along the whole of fp6.

Clerk has noted a reply about the gates at the railway crossing.

Still awaiting the outcome of the P3 grant application.

Clerk to enquire again with Highways about the damaged stiles on the A10; could they be replaced with gates?

Clerk

The stile near Flambards is still damaged.

Clerk

Chippings still be laid on fp2.

7. Planning:**Planning Minutes: 15.06.08****Driftwood, Brewery Lane**

Garden landscaping
Recommendation: Approval

S/0456/08/F

Meldreth Manor

Addition of 2 fire escapes
Response: This was for information only.

S/1989/07/F

Russell's Meat, 32a Station Road

Refridgeration Unit
Recommendation: No Recommendation

S/0684/08/F

Russell's Meats, 32a Station Road

Temporary Refridgeration Unit
Recommendation: No Recommendation

S/0683/08/F

SCDC Decision
34 High Street S/0398/08/F
 Permission has been granted for an extension

83a North End S/2376/07/F
 Permission has been granted for an extension to the garage

Temporary access across the grass verge to 53 High Street has been granted by SCDC Planning Department.

Planning Minutes: 05.06.08

Conservatory S/0736/08/F
 The Stable House, Bury Lane
 Mr & Mrs Halliday
Recommendation: Approval

Dwelling S/0746/07/F
 Land adj. 23 Howard Road
 A Brown
 Recommendation: Approval

Extension S/0772/08/F
 14 The Grange
 Mr Hopper
 Recommendation: Approval

Crown Reduction of Black Poplar C/11/17/071/02
 North End, adj to Pond
 Cambs County Council
 Recommendation: Approval

SCDC Decisions

110 High Street S/0456/08/F
 Permission has been granted for amendments to a house and garage

Driftwood, Brewery Lane S/0456/08/F
 Permission has been granted for garden landscaping

8. Correspondence:

Correspondence was read out by the clerk

- ROSPA report has been received and the required works needed have been given to Mr K Taylor to carry out. Clerk to check with ROSPA about the access route into the playground as it was not specified which access route they were indicating. **Clerk**
- Three trees at 10 Howard Road have fallen across the ditch; they now need to be removed. Clerk to write. **Clerk**
- Wire has been located behind the new houses in Elin Way. Mr C A Land will remove. **CAL**
- A new fence has been erected which goes in front of a resident's tree adjacent to the recreation ground; the tree concerned is also heavy with ivy, which needs removing. This tree belongs to the resident, not the parish council and Clerk will write. **Clerk**
- Some litter bins need to be inspected, as some appear to be loose. Clerk to arrange **Clerk**
- Correspondence received from residents about the state of the High Street. Clerk to contact Cllr McCraith as it will be necessary to get his support before proceeding further with a major project.. **Clerk**
- The pothole outside the village shop has not been repaired. Clerk to contact Highways.

9. Bills and Payments:

Name	Cheque	Gross	Vat	Net	Description	Power
Suffolk ACRE	001707	1309.95	0	1309.95	Insurance	LGA 1972 s226
Mrs J Damant	001708	384.09	0	384.09	Clerk salary	LGA 1972 s 112
Mrs J Damant expenses	001709	8.70	0	8.70	Clerk expenses	LGA 1972 s 9/10
PAYE	001710	185.53	0	185.53	Inland revenue J Damant & M Taylor	LGA 1972 s.112
Mr M Taylor	001711	170.40	0	170.40	Litter collector	LGA 1972 s 9/10
Mr G B Goodwin	001712	500.00	0	500.00	Grass cutting/hedge	OSA 1906 ss 9/10
ROSPA	001713	178.01	0	178.07	Play equipment inspection	OSA 1906 s 9&10
BT Telecommunications	001714	130.51	17.21	113.30	Telephone	Telecomms Act 1984
E.ON	001715	52.82	2.52	50.30	Electricity for pavilion	OSA 1906 ss 9/10
Village Hall Trust	001716	500.00	0	500.00	Contribution	Sec 137
Melbourn & Meldreth self Help	001717	300.00	0	300	Contribution	Sec 137
Pipex	Dd	9.99		9.99	Broadband	Telecomms Act 1984
Meldreth Primary School	001718	60.00	0	60.00	Mary Course Prize Fund	

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Bills and payments proposed by Mr J Chamberlain, seconded by Mr Hawkins all agreed

Additional payment: cheque for Meldreth Primary School, proposed by Mr S Hawkins, seconded by Mr G V Borgonon

10. Councillors and Clerk's comments with agenda items for the next meeting:

Clerk

Clerk to enquire about risk assessments.

Clerk

11. Action Points (if not already covered)

Grave space – Clerk still trying to locate the family.

Agenda items to date:

Hedges and verges on Kneesworth Road

Pavilion - quotations

Churchyard footpath

Burial Ground – footpath, grave

Mary Course Memorial - the correct type of account

PPP

ROSPE report on playground – summary of actions taken.

There being no other business the meeting closed at 10.10 p.m.

Next meeting will be on Thursday 3rd July, at 7:30 pm in the Green Room, of the Village Hall.

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