

**MELDRETH PARISH COUNCIL**

MINUTES AS YET UNAPPROVED of Parish Council Meeting held **Thursday 3rd July 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 S.W.J. Chamberlain (JC); Mrs C.J. Fallon (JF); Mr P. A. Ray (PAR); Cllr Dr S. van de Ven (Councillor, South Cambridgeshire District Council [SCDC])

**Action**

1. **To receive any apologies for absence:**  
Mr A.P. Burlton (APB); Mr S.J. Hawkins (SH); Mrs J Montague-Fuller (JMF), Cllr David McCraith (Cambridge County Councillor [CCC])
2. **To receive any Declarations of Interest from Councillors on any item listed on the Agenda**  
Mrs J Fallon declared a personal and prejudicial interest in item 6.4 (Pavilion). Clerk still seeking dispensation for Mrs Fallon.  
Mr G V Borgonon, Mr R A Searles and Mr P A Ray all declared a prejudicial interest in item 9.
3. **To sign and approve Minutes of meeting dated 5<sup>th</sup> June 2008:**  
The minutes were agreed by all to be a true record, proposed by Mr J Chamberlain, seconded by Mr R A Searles and signed by the Chairman.
4. **Members of the public and press are invited to address the Council:**  
There was one member of the public in attendance.
5. **To consider any matters arising not already on the agenda:**  
This item is not needed.
6. **To receive the minutes of the Planning Committee held on 19<sup>th</sup> June:**  
Members that are not on the Planning Committee were circulated the minutes and there were no comments.
7. **Report from District Councillor:**
  1. Sheltered Housing warden arrangements: Cllr van de Ven was contacted by Sheltered Housing residents last month, over concern that a new warden had not yet been appointed. A temporary warden has now started, dividing her time between Meldreth and Vicarage Close, Melbourn. It is not yet known when a new permanent warden will take up the post. Neither tenants nor Cllr van de Ven had been told when the temporary warden would be starting and I have requested better communication in future.
  2. Housing Futures information sessions: When Cllr van de Ven attended a Sheltered Housing coffee morning in June, it was apparent that residents had concerns about Housing Futures. With the agreement of those present, she organised for an officer to come along to a sheltered housing coffee morning on July 8 to talk and answer questions. Without Cllr van de Ven's knowledge the Housing Futures team then extended the invitation to other Council tenants – which has caused some confusion on all sides. Cllr van de Ven had already asked for a Housing Futures drop-in session for October, for the benefit of all Council tenants in Meldreth, and giving ample time to advertise the event in Meldreth Matters. Communication has again been lacking and Cllr van de Ven has written to the Housing Futures team asking to be kept informed about planned events as a matter of course.
  3. Pot holes on Station Road bridge and at the dropped kerb in College Farm bend are very dangerous for cyclists – particularly as both are traffic hot spots. Could Cllr McCraith please appeal to Highways to look at these?  
- The clerk has already reported the potholes on Station Road and will report the potholes at College Farm bend. **Clerk**
  4. Cllr van de Ven visited Melbourn Youth Club in late June (this caters for young people from the MVC catchment area). She was interested to know what positive activities could be provided for young people. The new Melbourn youth worker will try to arrange a meeting for her with the Youth Club's own committee of young people.
  5. Some time ago, Cllr van de Ven contacted the County Council on behalf of young people in Shepreth who are keen to have a small patch of a field somewhere to dig their own bike jumps. She has now been invited to meet with the relevant County officer, Conrad Stephen, and Amanda Barnard, Youth Worker based at MVC, to discuss general possibilities for bike jumps in rural locations and ways around insurance liability problems. Probably a very difficult area but worth finding out more about. Foxton Parish Council has succeeded in opening up a bike jump ground on its own land, and so far it is very successful and she has been in touch with a Foxton Parish Councillor and will try to learn more. Would Meldreth be interested?  
- The Parish Council would like further information. Cllr van de Ven to arrange. **Cllr vdeV**
  6. Cllr van de Ven is working with other district councillors on a cross-party effort to safeguard the Council's drainage services, which are under threat. The support of the Flood Avoidance subcommittee might be very welcome in the not-too-distant future.
8. **Village Furniture –repairs to the notice board at the Station and confirmation on ownership**  
Repair of notice board to be discussed at the next meeting – Mr A P Burlton absent, clerk still to clarify ownership  
The five benches (four in the cemetery and one at the bus stop near the stocks) have been refurbished.  
It was proposed by Mr R A Searles that a sub committee be formed to look at replacing the bench at the stocks with a limit of £750.00, this was seconded by Mr J Chamberlain, all agreed.  
Melwood Bench – the replacement of a bench at Melwood was discussed at their recent meetings. Mr G V Borgonon reported that there was a possibility of further funding from CCC who will match fund. The subcommittee will look at purchasing this bench as well. Subcommittee will consist of Mr P A Ray, Mr G V Borgonon and the Clerk. **PAR, GVB, Clerk**

9. **Funding Requests: – Application received from Royston & District Community Transport**  
With three members declaring a prejudicial interest and a further three members absent the meeting would not have been quorate and therefore this item will have to be postponed until September's meeting. Clerk to inform **Clerk**
10. **Churchyard footpath repairs**  
Clerk has written to John Cobb & Sons and Norbury's with copies go the PCC.
11. **Pavilion: – decision to be taken**  
Quotes to be circulated and a decision to be made at September's meeting.
12. **Mary Course bank account: – decision on which type of account should be used**  
Mr P A Ray reported that, unless the fund registers as a charity, it will have to pay tax on investment income. Certain accounts have been looked at. Mr P A Ray and the Clerk will investigate further types of accounts that would be more suitable. Signatories would be: Chairman, Clerk and Mr G V Borgonon. The Parish Council noted that a high quality of entries to the "Mary Course Challenge" had been displayed at the church fete. **PAR, Clerk**
13. **Burial Ground: – footpath repairs, positioning of new bench**  
Clerk still trying to obtain further quotes for the repair of the burial ground footpath. Mr A Land to let the Clerk know of other companies who may be interested in this type of work. **Clerk, CAL**  
It was agreed, at a recent site meeting with Mrs Hutchinson, that a new bench in memory of her father Mr H Henry be positioned near the top left hand area of the burial ground (bordering the footpath). A Parish Council representative to be present when the bench is installed. The bench will also need a cement plinth; the family will cover all costs of installation. The Parish Council will be responsible for maintenance and insurance.
14. **Playground: – repairs carried out from the ROSPA report**  
Recommendations set out by the ROSPA report have been carried out. However where sand has been used to infill gaps around certain areas of the play equipment it has now disappeared. Clerk to contact ROSPA to enquire what they would recommend. **Clerk**  
Clerk to design a checklist/form detailing the recommendations from ROSPA **Clerk**  
The tree situated in the alley appears to need attention, Clerk to contact Mr Dave Thomas for a report. Mrs J Fallon will attend site visit. **Clerk**
15. **Twiggs Committee: – needs additional members**  
Mr J Chamberlain agreed to stand as a lay member.
16. **Youth Participation:**  
The clerk has received a questionnaire, from SCDC, concerning youth participation. Clerk to ask for further information. Meldreth used to have a youth club in the pavilion but this has now disbanded. The children from Meldreth attend the youth club in Melbourn. It was proposed by Mr P A Ray that the Parish Council pay for a skip (to the value of £100) to enable the football club to empty the pavilion of any debris, this was seconded by Mr G V Borgonon, agreed by all. Mrs J Fallon will report this to the Football Club. The football club to arrange. When the pavilion has been refurbished the idea of re-establishing a youth club will be investigated further.
17. **Street Traders: Questionnaire**  
Mr C A Land will fill in the questionnaire on behalf of the Parish Council, all agreed.
18. **Highways:**  
Litter at A10 layby  
- Clerk has been informed by SCDC that there has not been a second bin at the layby for many year years. **Clerk**  
- Clerk to enquire about having another bin installed, as it would appear the area needs it.  
Stiles – damage sustained to the stiles, can they be replaced with gates  
- Clerk to check with the P3 department of CCC **Clerk**  
Hedges and verges at Fenny Lane and Kneesworth Road  
Mr A P Burlton still to meet with Mike Cooper (Highways). **Clerk**  
Roads in the village  
Cllr McCraith is happy to support the Parish Council in their plans to get the High Street resurfaced. Clerk to confirm this response in writing. **Clerk**  
Melbourn and Meldreth Turning on the A10  
The direction sign to Melbourn and Meldreth needs the vegetation cutting back as it is being obscured, Clerk to ask Highways. **Clerk**
19. **Parish Path Partnership Report:**  
P3 grant money of £225.00 has now been received. **PAR**  
Access permission in Woolpack Way has now been given; wood chippings can now be laid from there onto Path 6. Mr P A Ray will revise the draft Risk Analysis and Working Party Leader's checklist, and this will be passed to the insurance company (Suffolk ACRE) for comment.
20. **Correspondence (correspondence has been circulated) and Clerk's Report:**
- CDRP Conference – Mr G V Borgonon will inform Neighbourhood Watch as they usually send a representative;. Clerk the representative could report back to the Parish Council.
  - Speeding & Traffic Summit – Mr G B Borgonon and Mr R A Searles will attend
  - Funding application – Cambridge Water funding information has been forwarded to other organisations within the village.

- Connections Bus Project for young people – there were very few times available as the bus had been booked up very quickly, Melbourn will be having an Art bus project during the summer holidays. Could possibly be a joint venture to consider with Shepreth for next year if still available?
- Playground report – see item 14
- Pavilion quotes – see item 11
- Post Office – Notification of closures will be available on the 8<sup>th</sup> July; followed by a six-week consultation period. If Meldreth is to be closed then Mr C A Land and Mrs J Fallon will attend the meeting at Cambourne on 16<sup>th</sup> July. Clerk will notify them when the decision has been made. If Meldreth is to be closed then a sub committee will be formed over the summer to manage the situation, as the consultation period is during the summer months. Mr C A Land to arrange.

## 21. Councillor's Reports:

### Mr R A Searles

John Gipson will ring his 1,500th peel for Meldreth Church. He began when he was 12 in 1935; he has also rung approximately 1,300 peels at other churches.

Some village organisations are leaving signs up too long; the time allowed is 1 week prior to the event and to be taken down immediately afterwards. Clerk to confirm this in a note in Meldreth Matters.

There is a policy of no fly posting in the village; if people wish to advertise then they should contact Meldreth Matters. Clerk to contact the two estate agents who have placed their boards on the protected grass verge in Bell Close.

Clerk

Clerk

### Mr G V Borgonon

Thefts: Fuel thefts are on the increase, from both vehicles and oil tanks. Scrap metals along with catalytic converters are also being stolen. If anyone sees anything suspicious then they should report it to the police on 0845 456 456 4.

### Mrs J Fallon

Anglian Water has inspected the cesspit at the recreation ground. They now confirm that the cesspit is not connected to the main sewage system. Mrs J Fallon and the Clerk are pursuing recovery of excessive charges.

At the old travellers site on Kneesworth Road there appears to be a wire cable from a telegraph pole connecting to one of the old buildings. Clerk to contact BT.

The hedge on Whitecroft Road from No. 112 to Howard Road is protruding over the pavement, Clerk to write to landowner and highlight the need to keep hedges from protruding onto pavements in Meldreth Matters.

Clerk

Clerk

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

Name	Cheque	Gross	Vat	Net	Description	Power
Meldreth Primary School	001718	60.00	0	60.00	Mary Course Prize	S 137
Mrs J Damant	001719	421.76	0	421.76	Clerk Salary	LGA 1972 s 112
Mrs J Damant	001720	32.61	0	32.61	Clerk expenses	LGA 1972 s 112
PAYE	001721	158.20	0	158.20	Inland Revenue J Damant/M Taylor	LGA 1972 s 112
Mr M Taylor	001722	147.00	0	147.00	Litter Picker	LGA 1972 s 9/10
Mr K Taylor	001723	368.75	0	368.75	Village Maintenance	OSA 1906 s 9/10
Mr G B Goodwin	001724	775.00	0	775.00	Grass cutting/hedge	OSA 1906 s 9/10
Staples	001725	230.14	34.28	195.86	Bookcase, stationery	LGA 1972 s 226
J Damant	001726	350.58	0	350.58	Holiday pay	LGA 1972 s 112
PAYE	001727	87.64	0	87.64	Inland revenue J Damant	LGA 1972 s 112
P Penfold	001728	124.20	0	124.20	Holiday back pay	LGA 1972 s 112
Pipex	DD	9.99	0	9.99	Broadband	Telecomms Act 1984

Shaded Payment: additional payment (see June's minutes).

Payments proposed by Mrs J Fallon, seconded by Mr G V Borgonon, all agreed.

There were no additional payments.

Financial statement for June to be signed at the next meeting, statement had not arrived in time.

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

Clerks salary  
Mr M Taylor – contract  
Clerk Appraisal  
Councillor's expenses  
Hedges  
Litter bin  
Pavilion – roof  
Mary Course Award account  
Councillor Reports – Speeding and Traffic Summit  
PPP  
Financial Statement

**24. Action Points: (if not already covered)**

There were no action points.

There being no other business the meeting closed at 10.30 p.m.

Next meeting will be on Thursday 4<sup>th</sup> September, at 7:30 pm in the Green Room, of the Village Hall.

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