

MELDRETH PARISH COUNCIL

MINUTES AS YET **UNAPPROVED** of the Parish Council Meeting held 4th February 2010, 7.30 p.m.
in The Green Room, Meldreth Village Hall.

Present: Mr C. A. Land (CAL) – Chairman; Mr R. A. Searles (RAS) - Vice Chairman; Mr G.V. Borgonon (GVB); Mr A. P. Burlton (APB); Mr S.W.J. Chamberlain (JC); Mrs C.J. Fallon (JF); Mr S. Hawkins (SH); and Mr P.A. Ray (PAR);

In Attendance: Mrs J Damant (Clerk)

Public Participation: There were four residents in attendance. There is still concern about a safer school crossing. The Parish Council have looked into this and have been informed by the relevant authorities who carried out a survey of the area that Meldreth did not meet the criteria for a 'school crossing person', sufficient measures were already in place and funding for installing a controlled crossing is not currently feasible.

The footways near the Howard Road/Elin Way intersection, which were originally damaged by the contractors building the Raglans development on Elin Way, were never repaired.
A request for cutting the hedgerow on Whaddon Road - this is an annual event.

7.45 pm **Guest Speaker:** (following public participation)
Catherine Shilton from Cambridgeshire ACRE - to discuss Affordable Housing Issues.

Meeting commenced at 8.10pm

22/02/10 **To receive any apologies for absence:**

Apologies were received by Mrs J. Montague-Fuller (JMF) and District and County Councillor Dr S van de Ven

23/02/10 **To receive any Declarations of Interest both personal and prejudicial from Councillors on any item listed on the Agenda:**

RAS and APB declared a personal and prejudicial interest in item 29/2/10, no voting is to take place so councillors will not be asked to leave the room.

JF declared a personal interest in item 30/2/10 as a member of the football club

JC declared a personal interest in item 31/2/10

24/02/10 **To sign and approve Minutes of meeting dated 7th January 2009:**

It was proposed by PAR and seconded by JC that the minutes were correct, this was agreed by all. The Chairman then signed the minutes.

25/02/10 **Matters arising: (no actions information only)**

1. Installation of Yellow Lines on Station Road - Meldreth and Melbourn. Melbourn are still waiting for the revised map from Highways. Clerk has written informing Melbourn of Meldreth's support and offer of financial assistance towards the project.

2. Telephone Kiosk – Clerk has now heard from BT as to any restrictions on moving the telephone box in North End to another location within the village (see Item 35/02/10).

3. Elections - Information notice has been put up regarding the forthcoming elections for Meldreth Parish Council. Notice also in Meldreth Matters.

4. Precept - information has been published in the February Meldreth Matters.

26/02/10 **Planning: Cllrs. Searles, Burlton, Chamberlain, Ray and Land**
Information Only

1. There was no planning meeting held on 21st January

2. Planning Meeting of 4th February 2010

11 The Grange - S/0003/10/F, Extension and Loft Conversion

Parish Council make 'No Recommendation' without comment

Bury Lane Fruit Farm - S/1922/09/F, Alterations and extension to roof to form enclosure over existing covered area.

Parish Council recommend Approval without comment.

SCDC Decisions

90 High Street, S/1771/09/F, permission has been granted for a dwelling and garage.

27/02/10

Report from District Councillor: Report was read out by RAS

- There is a steady trickle of housing relocation need requests from Meldreth people – needs can involve: inability to drive and inadequacy of public transport; larger house needed for growing family and difficulty of finding accommodation for single people.
- Anti-social behaviour has been taken up at the Neighbourhood Police Panel in January, and added into a priority group for action.
- The Melbourn Police Station will be relocated to Melbourn Village College next to the sports entrance.
- Pat Matthews has offered to come out to Meldreth for a general ditch inspection.
- Budget cut proposals will be announced shortly in cabinet agenda, and decided at Council's February budget meeting. There are many questions about Housing Services and there is much concern about a planned cut to the Village Warden service.
- The recycling banks near Fieldgate have now been removed. SCDC have indicated that the clothing bank appears to be well used and have proposed that it stay. The bottle banks were to be re situated at Malton Golf who have requested having them on site.

28/02/10

Report from County Councillor: Report was read out by RAS

- Financial and legal strands on the Guided bus delay, including concerns about new implications for spending of public money, have been published in the Cambridge News.
- Addenbrooke's A&E statistics during the icy period showed a roughly 30% increase in injuries from falls. Suggestions for gritting footways connecting sheltered housing to local shops have been forwarded to Highways.
- Councillors have been told that County salt supplies are down and for icy roads this month, there will be a 40-50 reduction in treatment.
- Budget priorities are being set at CCC – the process is slightly ahead of that at SCDC. Some of the highlights include increases to Environmental Services, largely to deal with pot holes and the deteriorating road network; cuts to Children and Young People's service including a proposed £700 million cut to Youth Services in 2011-12. This has been challenged and the Children and Young People's Scrutiny committee will be reviewing the item. Library Access Point support to be reduced. Mobile library service to be reduced with less frequent visits. A proposal to federate two colleges (St Neot's and Longsands) and to write off the £1 million debt at St Neot's CC is also being challenged through the Scrutiny 'call-in' procedure. This cut would have to be justified to other colleges in the county which are facing their own financial pressures.
- Cllr van de Ven would like anyone to contact her if they have any concerns about any items they have read in the local media.
- Cllr van de Ven is still making enquiries about the overgrown foliage on Station Road Bridge and is currently waiting to hear back from First Capital Connect.

29/02/10

Affordable Housing:

Following the guest speaker from ACRE:

The survey which was conducted by Cambridgeshire ACRE indicated a need for 14 additional dwellings. However only three of the respondents to the survey have gone as far as getting on the housing register. It is reported that the Planning Department SCDC are not permitting any further development on the Whaddon Road site (behind Burtons), so there would be the need to find suitable land within the village. Land for affordable housing has to be just outside the village envelope but abutting it. Development would not normally be permitted on this land but it can be purchased by a housing association to build affordable housing, under the term of 'Exception Sites'. These are small sites within or adjoining the parish envelope which may be suitable to development. Under normal planning policy these sites would not meet local district planning policy and would not be permitted for development of market housing only affordable housing can be developed on these sites, as an exception to normal policies for general housing provision in rural areas. Affordable housing on exception sites would only be available for local people who have expressed a need to stay in the village and is not part of the general housing register whereby people can be housed anywhere in the district.

A village envelope is a boundary defined on a map beyond which the local planning authority proposes that a village should not be allowed to extend. The principle behind this is to stop the encroachment of a village into the open countryside, thus ensuring that the settlement retains its existing form.

Any land outside of an envelope will be classified as open countryside, and there are clear national, regional and local planning policies which protect against development in the countryside. The only way of building on this land is under the 'Exception Site' rule. The village envelope is not to be confused with the much bigger village/parish boundary. [A map showing the village envelope can be viewed at <http://www.scams.gov.uk/documents/retrieve.htm?pk document=908658> or a copy obtained from the clerk]

The discussion concluded that, given recent experience of the modest uptake by villagers in recent affordable housing opportunities in Elin Way and at Burtons, and the possibility of land being developed in Whitcroft Road, there is not yet a convincing enough case for a further development (on an as yet unidentified site). The topic may be given agenda time at the Annual Parish Meeting on 1 April 2010.

30/02/10

Pavilion:

Plans for building improvements are still being drawn up.

31//02/10

Grass Cutting Contract:

Four quotes received - decision to be taken for the term 2010-12 (3 year term)

It was proposed by RAS and seconded by GVB that the contract be given to G. B. Goodwin, agreed by all.

32/02/10

Playground:

1. Monthly Report

(JF, CAL, JMF) met on 30th January (APB gave his apologies).

The Abacus, Rocking Horse, Slide and Swings are all in good order.

The Igloo and Roundabout need to be painted.

The Kicking Board has a small area which is beginning to rot; this will be monitored.

Surrounding areas were also looked at and it was noted that there is still foliage/debris in the ditches. Clerk has written to householders asking them to clear the ditches, so that water can run freely. The hedge bordering the village hall car park belongs to the parish council, clerk to ask G B Godwin to have it cut back.

Action: Clerk

2. Netball Hoops

Have been replaced with their nets.

3. Quotes for maintenance work

Clerk has received the recommended quotes, it was proposed that the Recreation Committee investigate further, in view of the cost involved, and to report back to the full council with their recommendations at the next meeting.

Action: JF,JMF,CAL, APB

4. Request to use the Recreation Ground for a May Fayre

A request to hold a May Fayre on the Recreation Ground was discussed and it was proposed by SH and seconded by APB that it would be a very nice event for the village, all agreed. It was also requested that the Clerk contact the event organisers and ask for a copy of their risk assessment and insurance details. Clerk to contact Suffolk ACRE to see how the Parish Council stand in regards to Public Liability insurance. It was also requested that the organisers make sure that the recreation ground be left in suitable condition.

Action: Clerk

33/02/10

Twinning with town in France:

Clerk has written to various clubs/organisations within the village. Both the primary and secondary school are very positive about the prospect of Twinning. It was suggested that Melbourn Village Association should also be involved and that a Steering Group consisting of various people from the various clubs be involved in moving this forward. Clerk is still awaiting more responses. Clerk to contact Melbourn Village Association.

Action: Clerk

34/02/10 Freedom of Information publication scheme

- updating of information

The chart has been updated, Once all the relevant information has been collated, it will be put on the website. It was proposed by GVB that the one off charges be abandoned in favour of a charge of 10p per page. It was also suggested that an administrative charge for time be implemented. To be discussed further.

Action: Clerk, GVB, JC

35/02/10 Correspondence and Clerk's Report:

- CCC Consultation 'Third Local Transport Plan' being held at Bassingbourn Village College on 2nd March
- Minerals & Waste Plan - consultation being held in Trumpington on 16th February 4-8pm and in Great Shelford on 3rd March 4-8pm
- Cambridgeshire Horizons (Green Infrastructure Strategy for Cambridgeshire) being held on 15th February at Sackville House, Cambourne 3.30-7.30pm and Cambridge Central Library on 16th February 3-7pm
- Community Clean Up
- Awards for All
- Lottery Fund - Awards for All has been circulated. Suggested that once the plans for the pavilion are known, then a working party should be set up to look at possible funding.
- Cambridge Rural Strategy - has been circulated
- Bus Stop - plan of the area has now been received. Clerk to check best position.

Action: Clerk

- Speed Stickers - Clerk to request 60 stickers as a pilot project to see if they can work.

Action: Clerk

- Telephone Kiosk - recent information received indicates that BT would not recommend moving the box as they are prone to hairline cracks if removed. The Parish Council published a note in Meldreth Matters asking for residents comments on whether they would like to keep the box and there has only been one response in favour of keeping the box and one in favour of removing. A vote was taken with all councillors in favour of **not** adopting the box. Clerk to inform BT.

Action: Clerk

- Railway gates have now been repaired.

- Clerk has reported a sinking drain cover at the back of the houses on Elin Way. The track is the property of SCDC.

- A resident has asked that it be recorded that the footpath leading to Melbourn is looking very nice and would like to express their gratitude to those individuals who keep the footpaths clear.

- Clerk has once again requested that the road signs for West Way and Burtons be repaired.

All other correspondence was circulated.

CCC - Children's centre Development in Cambridge City and South Cambs, Rural Network Services, Parish Council monthly update, RDCT - information, SCDC - community clear up, NHS Consultation 14th December - 15th March, Play equipment quotes, Clerks & Councils Direct - Suppliers Guide with Cllr information, Community newsletter, Neighbourhood Policing, Quotes for Grass cutting - MD Landscapes; G B Goodwin & Meadow Nursery, Speed Sticker information, CCC - Consultation on Cambridgeshire's Third Local Transport Plan - 9th April, War Memorial Trust Bulletin, NHS - Hearing Services, NALC Awards and Clerks & Councils Direct Magazine

36/02/10 Councillors' Reports:**PAR**

Attended the Neighbourhood Panel Meeting on 19th January at Bassingbourn Village College. There are more speed measuring devices, counter clickers and audio cassettes on their way for the South Cambridgeshire area. The mobile speed radar vans are taking note of Speedwatch identified hot spots in their planning of where to operate. Road Safety is one of the four new priorities, as is the issue of anti social behaviour behind Burtons/West Way. PAR noted that if individuals attend these meetings with clear, constructive points to make, they can be influential.

A pot hole survey has been completed for the village and the Clerk has forwarded it to Highways. There is a website www.fixmystreet.co.uk which is very useful for individuals to report pot holes.

Pg 800

JC

The PPP forms are in the process of being completed and the surveys have been done. Once all has been completed they will be sent to CCC for grant funding.

GVB

Meldreth Conservation Group have submitted a bid to the 'Biodiversity Project Fund' to fund a Management Project for Melwood including a plan by the Wildlife Trust.

RAS

Attended the Exception sites for Affordable Housing Meeting on 18th January.

Full report will be circulated.

SCDC's policy is unchanged and exception sites for affordable housing must 'abut the village framework'. Individual exception sites should be small and appropriate to the category, size, character of the village and local services. (Meldreth is a 'group' village and new developments should be 8 houses - exceptionally 15). SCDC report that 272 houses on exception sites have been built in South Cambridgeshire in the last 5 years, (Meldreth has 24 of these along with 10 affordable in Elin Way and the potential of a further 6 on the Holland's site. The correct procedure is to identify a potential site after assessing the need. LDF- Meldreth Manor requested that the village envelope be changed to enclose the whole site -this has not been agreed to. On the whole the plan for Meldreth is unchanged though there is a minor change in the line of the conservation area.

37/02/10

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

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

J Damant	649.31	0	649.31	Salary + cilca	LGA 1972 s112
J Damant	42.77	0	42.77	clerk expenses	LGA 1972 s226
Inland revenue	200.53	0	200.53	PAYE/NI	LGA 1972 s112
M Taylor	221.85	0	221.85	Litter picker salary	LGA 1972 s112
G B Goodwin	500.00	0	500.00	grass cutting	OSA 1906 s9/10
Staples	176.05	26.22	149.83	stationery	LGA 1972 s113
SLCC	55.60	0	55.60	book	LGA 1972 s226
J Chamberlain	25.00	0	25.00	expenses	S137
P A Ray	22.84	0	22.84	expenses	S137
J Chamberlain	22.50	0	22.50	P3 expenses	OSA 1906 s9/10
D J Thomas	140.00	0	140.00	P3 chippings	OSA 1906 s9/10

Payments and financial statement - It was proposed by RAS, seconded by SH, that all was in order, all agreed. Cheques were signed by RAS and CAL

2. Clerk's request to open an account with Stationery Cupboard in Royston. deferred to next meeting.

3. Clerk to attend a conversion course for Cilca portfolio on 12 February cost £70.00 Proposed CAL and seconded by RAS, all agreed.

38/02/10

Holy Trinity Church:

1. Church wall update
Still awaiting input from the PCC.
2. Closed churchyard update
Still awaiting a response.

39/02/10

Burial Ground:

1. Request to plant a tree

A request has been received to plant either a Silver Birch or a Kilmarnock Willow in the burial ground. The Parish Council discussed this and it was suggested that a native tree such as a Yew would be more in keeping - although there is a Silver Birch in the Burial Ground already, it was felt that it was not a good choice. It was also proposed by CAL and seconded by SH that the Parish Council maintain the tree along with the others in the Burial Ground. Clerk to contact the family to see if they are in agreement with this suggestion. **Action: Clerk**

40/02/10 Councillors' and Clerk's comments with agenda items for the next meeting:

Agenda items for next meeting:

*Clerk's appraisal

*Elections

*Burial ground - rules and regulations to be agreed

*PPP

41/02/10 Action Points: if not already covered:

CAL

Roof tiles on the bus shelter near the station - are to be looked at by a contractor.

Chairman

Date

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