

MELDRETH PARISH COUNCIL

Minutes UNApproved of the Parish Council Meeting held 7th October 2010, 7.30pm in the Green Room of Meldreth Village Hall.

Present: Mr S Hawkins (SH) – Chairman; Mr R A Searles (RAS), Mr G V Borgonon (GVB); Mr A P Burlton (APB); Mr S W J Chamberlain (JC); Mrs C J Fallon (JF); Mr C A Land (CAL); Mr N Pellatt (NP)

In Attendance: Mrs J Damant (Clerk), Cllr S van de Ven (CCC), Cllr S Soond (SCDC)

- 210/10/10 To receive any apologies for absence:**
Apologies received from Mrs J Montague-Fuller (JMF)
- 211/10/10 To receive any Declarations of Interests both personal and prejudicial from Councillors on any item listed on the Agenda:**
JC declared a prejudicial and personal interest in item 231/10/10 as he has a personal involvement in the scheme.
JF declared a prejudicial and personal interest as she holds the position of Secretary to the Sunday Football Club.
- 212/10/10 Public Participation: [For up to 15 minutes members of the public may contribute their views and comments to the Parish Council - 3mins per item]**
Presentation from Mr Daniel Harris - update on the proposal of using the telephone box as a library. Apologies were received from Mr Harris.
Presentation from Miss Alexandra Day, Parish Energy Project Officer
Miss Day presentation gave information on how parishes can get involved with the Sustainable Parish Energy Partnership (SPEP). There are various means that this can happen and at present there are 20 parishes, in the area, who are actively involved with the project. A steering group is usually set up, once the Parish Council has signed up to the project, who then will become the main group and will consist of parish councillors and other members of the community. Schemes can be small or large from putting in wind turbines to having a car sharing scheme. The Parish Council thanked Miss Day.
Other items discussed:
There is still concern over the parking issues on the High Street near the railway station. Cars are still parking too close to the entrance to the station causing major visibility issues for cars leaving the station. The Parish Council are presently in discussions with Highways to address this issue.
The double yellow lines are now on Station Road, Melbourn however it has been noticed that cars are parking too near to the junction to Meldreth, this is a police matter as it is against the Highway Code to park within 10metres of a junction.
- 213/10/10 To sign and approve Minutes of meeting dated 2nd September 2010:**
The minutes were proposed by CAL, seconded by JC all agreed, they were then signed by the Chairman.
- 214/10/10 Matters arising: (no actions information only)**
- Footway (pavement) between 45 & 49 North End - has been repaired
- RAS and CAL - Parish Liaison Meeting on the 18th October at Cambourn
- 215/10/10 Planning: Cllrs. Hawkins, Searles, Burlton, Chamberlain, and Land Information Only**
Planning for 16th September 2010
Land to the south west of Valley Farm - S/1208/10/F, erection of turkey rearing shed (part retrospective) - Parish Council recommends: Approval with comments that the Environmental Health Dept are satisfied that there will be no odour problems.
6 Oakrits S/1354/10/F, erection of two storey rear extension - Parish Council recommends: Approval with no comments
Planning for 23rd September 2010
Land to the North of Chiswick End - S/0233/10/RM, Submission of reserved matters. Parish Council recommends: Approval with comments that the north eastern boundary requires a more substantial fence.
Melbourn Bury - S/1189/10/F, demolition and rebuild of garage. Parish Council recommends: Approval with no comments

Planning for 7th October - verbal report

British Queen Public House - C/11/40/071, Crown lift sycamore tree by 3m in the grassed area, Crown lift ash tree and sycamore on the boundary by 3m, Fell a mixture of dead trees and shrubs. SCDC Tree Officer and the Tree Warden have no concerns. Parish Council have no comment.

Other items

A public enquiry regarding an appeal by Mr Biddall against refusal by SCDC to increase the number of plots to 17 will be held at Cambourn on 2nd November. APB and Clerk will attend.

Action: APB/Clerk

Holland's site has been approved by the planners. RAS suggested that items such as this should be raised at the Parish Liaison Meeting on 18th October as it demonstrates the lack of communication between SCDC and the Parish Council. It was agreed by all that RAS should raise this matter.

Action: RAS

SCDC Decisions

Torpoint, 100 North End - S/1116/10/F Permission granted for extension and alterations (to extend the time limit for implementation)

7 Bell Close - S/1115/10/F Permission granted for extension

78 High Street - S/1060/10/F Permission granted for erection of wall

216/10/10

Report from District Councillor:

1-SCDC Planning Portal Despite an extensive overhaul to this part of the SCDC site, people are still reporting technical glitches. Problems with the site can be reported via the planning webpage. Although benefits in user-friendliness may not be readily apparent one feature of the page that does have advantages is that residents can register and receive automatic updates for applications in their Parish.

2-The development for 20 dwellings at Whitecroft Road. This was on the agenda for the Planning Meeting (6-1-10) and had been recommended for delegated refusal. MPC didn't appear to have received this news and subsequently had not been given enough time to act and submit letters of support or to make representations. Consequently, future information received by myself directly from SCDC relating to issues of this nature will be forwarded to the clerk at MPC. - **Update on this is that it has now been approved.**

3- The Blue Recycling Wheelie bins are finally here. Already, the inadequate size of them (for 2 weeks of mixed recycling) have been highlighted. Residents are encouraged to place items that do not fit into the bins in the crates they have replaced, on collection day.

4-Lighting for the Sheltered Houses at Elin Way. Now that the dark nights are approaching, the need for these has become even more urgent. Having talked to the Housing Department, the fitting of these lights were given the go ahead on the 17th September and the officer involved is chasing this matter up urgently.

5-The Woodland Trust recently launched an initiative to double native woodland cover under the banner 'More Trees, More Good'. This involves mass consultation about here more trees should be planted through a campaign called 'My View' with a view to improving communities. Further details can be obtained from www.woodlandtrust.org.uk/myview

6-SCDC and CC Council are currently consulting on Options for Foodstore Provision in North West Cambridge area for existing and future residents at the University Site, NIAB sites and Orchard Park, until 18th October. Interests can be registered and further information can be obtained through the SCDC website.

217/10/10

Report from County Councillor:

1. Station junction parking meeting: The consensus was that double yellow lines as 'junction protection' would be the sensible course of action. For a clear picture of what this would mean, Highways will send a map indicating precisely where the lines would go. PC would need to pay a contribution but would be expected to 'consult' with affected Station Road residents first. Highways would provide us with recommended text for a letter to ensure uniformity of information. A parish magazine article might also be helpful.

2. Bus Stop near Station entrance: To note -Cllr Borgonon and Cllr van de Ven asked the Highways team mentioned in item 1 to invite Andy Hunt to our site meeting regarding parking, since the two items are inter-related and we were hoping for some joined up

thinking. This unfortunately was not done. but the proposed site of the bus clearway markings in front of the Tavern Gallery, was looked at and all agreed that it was sensible. Subsequent to the site meeting Cllr van de Ven spoke with Andy Hunt who informed her that County Council had now agreed to pay for the cost of the bus stop pole 'if indeed the parish wants a pole.' The bus company would be asked to put a 'bus stop' flag on the pole. As mentioned before, PC would be asked to pay for bus clearway markings.

3. For information, relating to Agenda item on Youth Services: County Council will almost certainly be cutting all funding to open access youth clubs. The Youth Services team, including the Locality Manager, has now visited Melbourn Youth Club which is open to the cluster of villages in our area. A group of young people from the club made an outstanding presentation to the PC about their activities and why the club is important. Melbourn PC has in principle said it wishes to make up the difference in lost support in order to keep the club going. The make-up of the club is just over half from Melbourn and half from surrounding villages; numbers at the moment are about 40 but the list below is taken from attendance last year to give an idea of geographic take-up. I think there is scope for much more involvement from Meldreth should the club continue.

4. For information: Services for young parents and children based in Melbourn: Our local Children's Centre carries out a variety of support services aimed at very young children and parents for our area – mostly based around baby care (breast-feeding clinics, parent support, stay and play, etc.). A Toy Library has also recently started up. This is located at MVC, near the entrance to McSplash and is open Mondays and Fridays from 9:30-12:30. This is a free service but my impression is that awareness of its existence needs to be raised.

5. The Rail User Group meetings are well attended and it has been possible to push forward a number of items. Thanks to Meldreth residents and rail users who took the trouble to fill out the 'Customer Comment' form, FCC will be trialling a new ticket screen sometime from January (five stations between King's Lynn and Royston will get the screens, Foxton included). There will also be notice boards at all three stations imminently, and also one at Cambridge.

Passenger Focus, the national rail watchdog came out to Meldreth this week. There was discussion on all the areas on which the RUG is campaigning. They highlighted two areas particularly worth pursuing, with an eye to keeping a high profile when the franchise comes up for renewal: free parking at the station and a wheelchair ramp to the London-bound platform. Passenger Focus will work with DfT when the franchise is renewed. The RUG is now collecting systematic data of car parking figures at Meldreth and Shepreth station car parks.

British Transport Police data pertaining to rail stations is now being included in police crime and ASB data presented to our Neighbourhood Panel.

Cllr van de Ven has met with the National Express Station Services Manager at Meldreth Station; he works closely with FCC as there is significant overlap. For example, both companies are now offering a 50% discount for 16-18 year olds, as opposed to 30% previously; the scheme is now open to students across Cambridgeshire irrespective of whether they attend private or state schools. He had a number of good ideas around smarting up stations and reducing anti-social behaviour, based on success at other stations in Cambridgeshire. Cllr van de Ven will meet with him at Ely and March stations tomorrow where these schemes were piloted. He will be attending our next meeting which is to be held December 13, 8PM, at Meldreth Sheltered Housing Community Room.

Our RUG web page is now being hosted by Melbourn Village website, with links from a growing number of nearby villages directed to the site. The AGM will be held March 3 at Melbourn Village College.

218/10/10

Telephone Box:

1. Discussion on presentation by Mr Harris (181/09/10) - apologies received
2. Other possible uses - not discussed

219/10/10

Parish Sustainable Energy Partnership

The Parish Council enquired if Cllr Soond could look for particular projects which other parishes have or are presently undertaking. It was suggested that an article be placed in Meldreth Matters .

Pg 842

Once more information has been assessed the decision to sign up will be taken.

- 220/10/10 Melbourn Youth Club - cuts to CCC Youth Services**
See item 216/10/10.3 - Meldreth children to attend the youth club in Melbourn and the Parish Council are in favour of supporting projects for youth. The cost of running the Melbourn Youth Club is approximately £4,000 per annum and with the cuts to funding from CCC the youth club will need to find other sources for funding.
- 221/10/10 May Fayre:**
How to proceed for next year's event - A meeting took place on 29th September with the Play Group and Recreation Ground Committee (JF, J M-F, CAL, APB). The pavilion will be used for toilets and the electric will be used for the bar, band and loudspeakers. There is to be a stage, maypole and morris dancing along with stalls and fairground stalls. It is hoped that as it is a village affair most people will walk and therefore parking should not be an issue. However, it must be remembered that it is not possible to charge admission onto the recreation ground due to the public rights of way, however charges can be made via programmes. The May Fayre Group will carry out all risk assessments and forward them onto the Parish Council.
Meeting closed 8.30pm
Meeting opened 8.35pm
The May Fayre will take place on May 7th 2011, however confirmation from the Saturday Football Club needs to be addressed to see if they can play away. JF will enquire.
Action: JF
- 222/10/10 Pavilion:**
1. Electrics - Clerk is still trying to locate an Electrician to quote for the work needed. Some suggestions were given and Clerk will contact parties. JF has the survey. **Action: Clerk/JF**
2. Plans for extension - JF now has 3 quotes, however there are some discrepancies. NP will seek a forth quote. **Action: NP**
- 223/10/10 Frollies**
Request for Council to participate in their next production - Councillors to bring ideas and discuss outside the meeting next month.
- 224/10/10 Burial Ground:**
General tidy up - to organise a working party - Clerk has had a response from one person who would like to volunteer. Clerk has had a quote for £880 (two 8m skips), to clear the soil near the shed, it would involve barrow-ling the soil from the site to the skip. APB will look into other ways of clearing the soil. **Action: APB**
Clerk has had no response from the allotments holders concerning the shed.
Policies - Cemetery Regulations - GVB and Clerk to do. **Action: GVB/Clerk**
- 225/10/10 Standing Orders:**
Update on progress - GVB and RAS have looked over the document, needs final confirmation from the Clerk. To be presented to full council next meeting. **Action: Clerk**
- 226/10/10 Office Computer and Software:**
Computer has been ordered along with a laser jet printer, cost is £700. GVB and clerk will collect next week. GVB and clerk as authorised signatories can sign the cheque. **Action: GVB/Clerk**
- 227/10/10 Meldreth Award Book**
Decision on whether to have the book scanned. - The Meldreth History Group have given the Parish Council a copy of the Award Book which they photographed. The book is now held at the Cambridge Records Office and is available for viewing by members of the public. SH will look at the disc, It is hoped that the scanned book will be put onto the History Group website. **Action: SH**
- 228/10/10 Playground:**
1. Monthly Report - JF and JMF did the site inspection on 25th September.
One of the swing seats needs to be monitored along with the new matting at the springer. The matting had to be placed slightly higher due to the bottom of the springer plate being slightly high, thus causing a hazard if the matting was placed too low. Areas near the roundabout and springer need grass seeding or turfing.
2. Netball posts - Still to be ordered. **Action: CAL**
- 229/10/10 Football club:**

Update on progress - Clerk has sent a reminder for the return of the signed agreement from the Saturday Football Club. It was proposed by SH and seconded by RAS that if the Clerk has not received the agreement within 14 days then to contact them again and suggest that if the agreement is not received by return of post then they would be unable to use the pitch, It was also suggested to forward correspondence to the FA.

230/10/10

Correspondence and Clerk's Report:

SCDC Parish Liaison Meeting on the 18th October 2010 - RAS and CAL to attend.

Cllr training (stage 1) on Saturday 30th October in Whaddon Village Hall, cost approx £30, CAL, JF and NP to attend.

CCC - Interpretation Skills for P3 officers - cost £35.00 (designing and producing maps/leaflets) GVB attended.

Street light replacement (SC30 - Kneesworth Road) - SCDC have been instructed to replace this. The barriers will also be replaced.

Station Road Sign - has been reported - is presently leaning on the building at the corner of Station Road and Melbourn.

Speed Stickers - Still waiting

Playground Risk Management Course - 10th September at Bluntisham Village Hall 10.00am start with a light lunch provided. JF and CAL attended.

Tree work in cemetery - has been completed. I have had one volunteer for the working party. Have also spoken with Jeremy Rules grave digger who will take a look and quote for clearing away the excess soil.

Correspondence circulated in September

email concerning flooding issues, Standing board nominees, Community Orchards, thank you letter - History Group, CPALC - AGM, NALC, Financial Assistance - Mobile Warden Scheme, Community Action, Youth Services, East of England Ambulance Service, Local Councils Update (issue 130,131), Food store Provision Consultation, NALC - employment briefing, CCC - Library Services

231/10/10

Financial Assistance:

1. Meldreth Warden Scheme - The Parish Council would like to get further clarification on what their financial status is at the moment, before making a decision. Clerk to write.

JC did not partake in the discussion.

Action: Clerk

232/10/10

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

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

J Damant	1990	582.28	0	582.28	Salary	LGA 1972 s112
Inland Revenue	1991	153.82	0	153.82	PAYE/NI	LGA 1972 s112
J Damant	1992	6.30	0	6.30	expenses	LGA 1972 s111
M Taylor	1993	268.80	0	268.80	salary	LGA 1972 s112
Stationery	1994	34.72	5.17	29.55	office equip	LGA 1972 s111
G B Goodwin	1995	500.00	0	500.00	grass cutting	OSA 1906 s 9&10
S Hawkins	1996	21.61	0	21.61	expenses	LGA 1972 s111
G Borgonon	1997	21.61	0	21.61	expenses	LGA 1972 s111

Additional Payments

Inland Revenue	1998	219.65	0	219.65	PAYE/NI (June)	LGA 1972 s112
D J Thomas	1999	200.00	0	200.00	tree work	OSA 1906 s 9&10
Essex CC	2000	35.00	0	35.00	training	LGA 1972 s111
M Taylor	2001	10.00	0	10.00	expenses	LGA 1972 s111
Eon Electric	2002	25.41	1.21	24.20	utilities	LGA 1972 s111
Pipex	DD	19.99	2.98	17.01	broadband	Telecomms Act '84
MVH	2003	41.00	0	41.00	rental of room	LGA 1972 s111
MVH	2004	1,000.00	0	1,000.00	donation	S137

Local Government Act (LGA), Open Spaces Act (OSA), Telecommunications Act (Telecomm)
It was proposed by CAL and seconded by RAS that all payments were in agreement, all agreed. JF and RAS signed the cheques.

2. Grass verge cutting on North End from Malton Lane to road signs. - Clerk to arrange for RAS to meet with the G B Goodwin to look over the verges near Stone Lane/Malton Lane.

Action: RAS/Clerk
Pg 840

233/10/10

Holy Trinity Church:

1. Church wall update - APB waiting for survey from Quantity Surveyor. It is felt that the project should be done in stages with the buttressing of the wall taking priority. **Action: APB**
2. Christmas Tree event 2010 - GVB and APB have agreed to do the Christmas Tree this year. **Action: APB/GVB**

234/10/10

Parish Paths Partnership: - Monthly Report by JC

1. During the last month work has been done on Path 1 (Kingswood), as this did not take long, some of the group went to Melwood to assist Graham Borgonon. Footpath 10 and 11 have been walked and a tree was found blocking path 11, this has now been removed from the path.
2. During the month many of the paths have been walked and overhanging branches have been cut back. It was also reported that a council workman had cleared Path 4 in front of The Warren.
3. Hopefully there is to be three working parties during the Autumn:-
 - *To clear leaves from The Stocks Area - Either 16/23 October
 - *To lay chippings on Path 6
 - *To clear Paths 9 & 9a
4. JC and JF visited footpath 8 as a resident had complained about weeds coming through the recently laid tarmac. This is the responsibility of Highways CCC.
5. Clerk has reported the faulty level crossing gate on Path 5 (reported in July) again to Rail Track now known as Network Rail. They are looking into the matter.
6. There is concern that some of the footpaths recently ploughed have not been reinstated. JC will investigate further. **Action: JC**

235/10/10

Councillors' Reports:

- JF and CAL** - Playground Risk Management - This was felt to have been a very productive and insightful course,
- JC** - The laying of the wreath will take place at 9.30am on 14th November at the War Memorial. JF will lay the Parish Council wreath. **Action: JF**
- JF** - The dog bin in the recreation ground is very well used and as it is only emptied once a week would it be possible to order a new one, and have it placed near the pavilion/village hall car park entrance. Clerk to enquire. **Action: Clerk**
- GVB** - Melwood Wildlife Walk and Consultation is to take place on 13th November 9.30-11.30am. It will involve walking around the woods and then meeting at the Village Hall to discuss the proposed Management Plan. This project is being led by CCC- Green Spaces. The Interpretation Skills Workshop recently attended by GVB was felt to have been very interesting and could be applied to all leaflet design, not just Parish Paths Partnership leaflets.
- There is the CEO Consultation, could Councillors reply as individuals.
- The information in the pack concerning BT - Fast Broadband also needs replying to, as a vote is needed. People need to vote for their local exchange. GVB will email the link to Councillors. **Action: GVB/Cllrs**
- Speedwatch is running again.
- APB** - Could the Clerk contact Network Rail about the overgrown hedge on the railway bridge, it needs to be cut back. **Action: Clerk**

236/10/10

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

There were no comments.
Agenda Items - Christmas Meeting

237/10/10

Action Points: if not already covered:

There were no action points.

There being no further business the meeting closed at 10:03 pm, the next meeting will be on 4th November in the Village Hall at 7.30 pm.

Chairman

Date

These minutes are published and provided, and may be used, only on the basis that the user assumes all responsibility for any loss, damage or consequence resulting directly or indirectly from them or their use. For the avoidance of doubt the only legally acceptable version of the Minutes of Meldreth Parish Council are those signed in Public Meetings by the Chairman. They are available for public inspection from the Clerk.