MELDRETH PARISH COUNCIL

Unapproved Minutes of the Parish Council Meeting held 4th November 2010, 7.30pm in the Green Room of Meldreth Village Hall.

Present: Mr S Hawkins (SH) – Chairman; 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)

238/11/10 **To receive any apologies for absence:**
Mr R Searles gave his apologies.

239/11/10 **To receive any Declarations of Interests both personal and prejudicial from Councillors on any item listed on the Agenda:**
Mr J Chamberlain declared a personal and prejudicial interest in item 255/11 as his wife is the warden.
Mrs J Fallon declared a personal interest in item 249/11 as she is secretary to the Sunday Football Club
Mr N Pellatt declared a personal interest in item 249/11 as he is the treasurer to the Sunday Football Club.
Mr G Borgonon declared a personal and prejudicial interest in item 256/11 as he was receiving payment for travel expenses for picking up the computer.

240/11/10 **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. Mr Harris was not present.
There was one member of the public present, concern about cars parking on the corner of the High Street and the station entrance was raised again. The Parish Council are in the process of having double yellow lines put down, but as yet, the date is not known – see item 246/11.

241/11/10 **To sign and approve Minutes of meeting dated 7th October 2010:**
It was proposed by CAL, seconded by APB that the minutes were a true record, all agreed. The Chairman then signed the minutes.

242/11/10 **Matters arising: (no actions information only)**
- Extra dog bin for the recreation ground has been requested.
- New computer has now been installed in the office.
- Mr Alan Brett from Melbourn PC was voted onto the SCDC Standards Committee.
- Policies - Cemetery Regulations – still ongoing

243/11/10 **Planning: Cllrs. Hawkins, Searles, Burlton, Chamberlain, and Land** Information Only
No Planning meeting held on the 22nd October 2010
Planning for 4th November - verbal report
S/1646/10, Broids, 1 Stone Lane, Mr R Searles, Change of use of Land from Agricultural to Residential. Parish Council recommends Approval with no comments.

244/11/10 **Report from District Councillor:**
1. New porch lights for some residents in Elin Way have now been fitted.
2. The uneven pavement outside the One Shop has been reported to Highways who were aware of the situation, however it would appear that the pavement is not able to withstand the amount of vehicles, especially lorries which park on it.
3. Cllr Soond attended the appeals hearing concerning Biddalls Blvd and highlighted that the application for increasing the plot from 11 to 13 was justifiably rejected by SCDC Planning based upon inconsistencies in the physical layout of the site against what was apparent on the application.
4. Cllr Soond has looked further into the Sustainable Parish Energy Partnership, it supports parishes to take the lead in helping communities and residents to build a more sustainable future, while tackling climate change through reducing energy bills. It is a 3 year project and the support measure include energy advice, energy awareness/savings, grant support etc, for all types of residential buildings (including heritage buildings). Further information is available on the SCDC website, www.scambs.gov.uk/environment/spep.

5. Cllr Soond surgeries will be held in the Community Rooms, Elin Way, Meldreth on December 7th and January 4th from 7pm to 8pm, for residents to attend.

245/11/10 Report from County Councillor:

1. Youth Club: Melbourn PC has decided to provide the financial support for keeping the youth club open, but will be seeking advice as to how to go about setting up a system of proportional contributions from other parishes that feed into the youth club. The youth club itself is looking to reinvent itself in terms of becoming financially independent. Of the nine villages around Melbourn with young people attending Melbourn YC, Meldreth has the highest number.

2. CPALC's South Cambs forum group is looking to regenerate as a useful tool for parish councils to discuss common issues.

3. Bus stop clearway markings and double yellow lines around the station: in progress, nothing significant to report yet as it is still in progress.

4. The County Council would like to alter the composition and focus of our Neighbourhood Panel meetings far beyond the remit of the police, to capture a whole host of public services already within the remit of parish and district councils. This model is already in place in Huntingdonshire and East Cambs. Officers like it but respondents to a questionnaire circulated by SCDC last spring indicate that regular panel attendees are generally happy with the South Cambs panel system in its current format.

5. Change of date: The Rail User Group meeting will take place December 8th, not 13th. Start time will be 8pm, at Elin Way Sheltered Housing Community Room.

6. Research by a fellow county councillor indicates that Park and Ride is costing CCC about £1 million per year, while Stagecoach profits have been rising since their Park and Ride contract commenced five years ago. The contract is up for renewal and this is an opportunity to expand and rethink the way Park and Ride facilities operate – for example company and school bus usage.

7. Addenbrookes Access Road: No arrangements have been made by Addenbrookes to allow and facilitate drop offs and collections of patients by volunteer drivers (or indeed friends or family). The road is restricted for access to Addenbrookes and a number plate recognition system generates letters to drivers passing through within a set period of time. This has already generated enormous concern by volunteer car schemes like Royston and District Community Transport and is being pursued by County and District officers and councillors.

246/11/10 Station Road:

1.Yellow Lines – costing

The Parish Council have agreed to give £500 towards this project, proposed by SH and seconded by GVB, all agreed. It was also suggested that the Parish Council should see a map of the proposed markings before they are implemented, Cllr van de Ven will pass the Parish Council comments on. **Action:Cllr vdev**

2.Bus Stop – costings

Cllr van de Ven has received information stating that CCC will install the bus stop sign at no cost to the Parish, the Parish Council had agreed to contribute £270 towards this project (235/12/09)

247/11/10 Telephone Box:

1. Discussion on presentation by Mr Harris

As Mr Harris was not in attendance and no apologies had been received this item will no longer be discussed. It was proposed by GVB and seconded by CAL that the telephone box is not adopted by the Parish Council, all agreed. Clerk to inform British Telecom.

Action: Clerk

2. Other possible uses

The telephone box will not be adopted.

248/11/10 Parish Sustainable Energy Partnership (PSEP)

Cllr Soond has received documentation on PSEP, which will be circulated to Councillors. To be discussed at the next meeting in December.

249/11/10 Pavilion:

1. Electrics- NP and JF have met with an electrician today to discuss the electric survey, a quote for works will be forwarded to the Clerk, it was agreed that if the costs fall within the Clerk's authority then to proceed with the works, all agreed.

2. Plans for extension - NP has received a fourth quote, however quotes varied in content according to the analysis made by RAS and circulated to councillors.
A specification needs to be drawn up and quotations resubmitted to reflect this. Recreation Working Group to organise. **Action: RWG**

250/11/10 **Burial Ground:**
General tidy up - One volunteer has come forward to help with a working party. Now that it is winter the project will be for the New Year. Nobody has come forward for the shed, this will now be removed.

251/11/10 **Standing Orders:**
Update on progress – there are two items outstanding, Clerk to follow up. **Action: Clerk**

252/11/10 **Playground:**
1. Monthly Report
The equipment has been checked and appears to be in working order. The matting is being monitored and the area may need regrassing in the spring. The bin near the green seat needs replacing, Jf to look at brochures. **Action: JF**
The hedge has now been cut and the tree can be planted. JM-F to arrange. **Action:JM-F**
2. Netball posts
CAL is getting a proper costing which will be approximately £60, the existing backboards and net are in good order so can be reinstated. **Action: CAL**

253/11//10 **Football club:**
Clerk has still not received the signed agreement or cheque from the Saturday Football Club. Though Mr Christie has contacted the Clerk to say that the cheque is in the post and the agreement will be delivered. If nothing is received within the next couple of days Clerk to write and request keys back and the offer of playing on the pitch to be withdrawn. As finances were not discussed JF and NP did not leave the room.

254/11/10 **Correspondence and Clerk's Report:**
- CPALC AGM on Saturday 13th November at Bluntisham Village Hall 10am to 12.30pm – CAL to attend, Clerk to arrange. **Action: Clerk**
- Big Society Survey 2010 – cllrs. to respond as individuals
- December's meeting – partners to be invited after 9pm.
- SH signed the Quality Status paperwork.
- SCDC Planning Our Parishes – IT skills. RAS has volunteered to be part of this group which will help SCDC in implementing a user friendly IT system for parishes.
- Democratic services – RAS has drafted a response which is on circulation for further thoughts.

255/11/10 **Financial Assistance:**
1. Meldreth Warden Scheme – Clerk has written to the Warden Scheme but has not received a reply, deferred to December. As nothing was discussed JC did not leave the room.

256/11/10 **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:
<u>October payments</u>

Power Computing Ltd	2005	0	699.75	Computer (pd)	LGA 1972 s113
Clerk	2006	0	551.27	Salaries	LGA 1972 s112
Inland Revenue	2007	0	132.77	PAYE/NI	LGA 1972 s112
Litter picker	2008	0	261.85	Salaries	LGA 1972 s112
Pipex	2007	2.98	19.99	broadband	Telecomms Act'84
G B Goodwin	2009	0	500.00	grass cutting	OSA 1906 ss9&10
CPALC	2010	0	110.00	cllr training x2	LGA 1972 s113
Mr Borgonon	2011	0	44.62	travel expenses	LGA 1972 s111
G B Goodwin	2012	0	335.00	rec and cemetery hedge cutting	OSA 1906 ss9&10

<u>Deposits – LGA 1972 s139</u>

Newlings of Royston	£ 80.00
Cecil Newlings	£ 50.00
OPC – rent	£ 70.00

Local Government Act (LGA), Open Spaces Act (OSA), Telecommunications Act (Telecomm)

It was proposed by SH and seconded by CAL that all payments were in agreement, all agreed. SH and JF signed the cheques.
2. Grass verge cutting on North End near Stone Lane – has now been done at a cost of £60.00
3. Signatories for Section 106 Agreements – there is money waiting to be claimed from the development of 21 Whitecroft Road, £4,258.90 in lieu of on-site Public Open Space and £718.78 in lieu of Community Facilities. Will also need to open a separate account with Lloyds. It was proposed by GVB and seconded by APB that SH and RAS be the signatories, all agreed. Clerk to seek advice and clarification on what exactly the money can be spent on. **Action: Clerk**

257/11/10 Holy Trinity Church:
1. Church wall update – APB has requested a new architect to draw up clearer specifications from which the builders can work . **Action: APB**

258/11/10 Parish Paths Partnership:
1. During the past month a working party has cleared and burnt the leaves from the stocks triangle, another cleanup is required and it is hoped to be on 20th November. Overhanging branches and brambles on Path 9a (Station Road to Meads Path (Path 9) have also been cut back.
2. During the month several paths have been walked, mainly to observe path conditions and check paths across fields to see if landowners have reinstated paths. The clerk has already been contacted by a walker who noticed that the grass path from Malton Lane to The Church had been ploughed up and not reinstated. Clerk has contacted the landowner requesting that the footpath be reinstated.
Paths 7 and 10 had been reinstated but Path 5 Melbourn End has not been ploughed yet.
3. The following working parties to be arranged:-
- Second clear up of leaves from the stock's area.
- Arrange delivery of chippings and volunteers available to lay chippings on Path 6 (Riverside Walk).
- To cut grass verges on Paths (9 and 9a)
4. During December the Path Wardens will be carrying out the annual paths surveys to assist with our application for funds from Cambs CC.
5. Clerk to chase the following outstanding problems:-
Faulty Level Crossing Gate (Path 5)
Broken Highway fence at junction of Paths 9 and 9a.
6. Many thanks to all the volunteers for their hard work on maintaining the paths, it is very much appreciated.
GVB informed the meeting that Melbourn Parish Council are using Meldreth PPP as a beacon for their Parish Plan. JC has agreed to assist Melbourn in putting this together for them.

259/11/10 Councillors' Reports:
RAS/CAL
SCDC/Parish Council Liaison Meeting - Report was circulated and read out.
The new Chief Executive of SCDC (Jean Hunter) was introduced and is keen to be invited to Parish Council meetings.
2011 Census - PCs are asked to encourage a good response. For the first time forms and replies are by post.
Funding Cuts - The government grant is expected to be cut by the local government settlement in December. Parish Councils may be subject to precept caps in future with local referenda for big items.
Mobile Warden Schemes that are funded through Age Concern, are funded on a 3 year basis to protect against short term cuts. SCDC are trying not to cut this.
Council Aims for 2011-12
Full document available from clerk but the following were highlighted:
A2 Section 106 Agreements give PCs funding for recreational projects. James Fisher at SCDC is the contact.
B3 Villages to be prepared for emergencies!
C2ii) Remove street clutter (competition to find examples)
E1 Sustainable Energy Partnership - more info on web site at http://www.scambs.gov.uk/Environment/SPEP/default.htm
E3 Environmental Enhancement
New Planning IT System

Gareth Jones introduced the new system. He made it clear that the main driver for its introduction was for in-house use as they slim down staffing levels in planning. This explains why it is less user-friendly that the old system. We raised the question from our planning committee on why had we not been told that the Holland's site was going to a full planning meeting. Others had the same complaint and we were told that District Councillors are told and should pass on the information.

Grass Cutting and Street Cleansing

Contracts are up for renewal in 2012. Parish Councils are to be encouraged to take over (as they have from CCC)

Parish Questions:

This was taken up with questions on the status of the Gypsy & Traveller DPD. Bassingbourn are concerned that house prices are affected while the threat of the Spring Lane site is there. Meldreth's question was raised on asking SCDC to advise when permitted development is allowed to help Parish Councils in spotting unauthorised developments.

APB

APB attended the public enquiry for Biddalls Blvd on 2nd November 2010 at Cambourn, regarding the appeal by Mr Biddal and presented the case prepared with RAS following meetings with SCDC and residents of the Boulevard to increase the number of plots to 17 . The results will be announced in 4/12 weeks.

GVB

The Melwood Consultation is to happen on Saturday 13th November from 9.30 to 11.30. The primary school is also involved.

JF

1 Bell Close has a tall tree blocking the street light. Clerk to enquire with Highways as to who is responsible for getting it cut back. It was suggested that a note be put in Meldreth Matters asking residents to cut back any foliage which is blocking lights, street names, signs or overhanging paths, as the nights are now dark it is important that these items are kept clear.

JM-F

The hedge is overgrown near the A10 and Bury Lane, JC will attend. **Action: JC**

JC

Remembrance Sunday will take place at the War Memorial on 14th November at 9.30am

260/11/10 Councillors' and Clerk's comments with agenda items for the next meeting:

Cllr van de Ven

Would the parish council like a brief presentation by members of the youth club.

It was agreed by all that this would be a good idea, Cllr van de Ven will enquire with the Youth Club if they could do this at the next Parish Council meeting on 2nd December.

Parish Sustainable Energy Partnership

No PPP report for December

261/11/10 Action Points: if not already covered:

Clerk to have gate checked at the cemetery **Action:Clerk**

There being no other business the meeting was declared closed at 9.10pm. The next meeting of the Parish Council will be on 2nd December 2010 in the Green Room of the Village Hall.

Chairman Date

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