

MELDRETH PARISH COUNCIL

Unapproved Minutes of the Parish Council Meeting held 2nd June 2011, 7.30pm in the Green Room of Meldreth Village Hall.

Present: Mr S Hawkins (SH) – 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 C A Land (CAL); Mrs J Montague-Fuller (JM-F); Mr N Pellatt (NP)

In Attendance: Mrs J Damant (Clerk)

- 50/06/11** **To receive any apologies for absence:**
Apologies had been received from Cllr van de Ven
- 51/06/11** **Councillor Montague Fuller to sign her Register of Interests:**
Registered was signed and witnessed by the Responsible Financial Officer.
- 52/06/11** **To receive any Declarations of Interests both personal and prejudicial from Councillors on any item listed on the Agenda:**
Personal declarations were declared by NP and JF for item 60/06/11 as members of the football club. GVB declared a personal and prejudicial declaration in item 66/06/11 as a member of Melwood Conservation Group.
- 53/06/11** **Public Participation: [For up to 15 minutes members of the public may contribute their views and comments to the Parish Council - 3mins per item]**
There was one member of the public present.
Item discussed was the accumulation of litter at the railway station being either blown in or thrown into their garden. RAS could not see why the residents could not erect a fence, however placing litter bins on the station platform was outside the Parish Council's powers – as the land in question belongs to First Capital Connect (FCC) and therefore the Parish Council have no jurisdiction. It was also suggested that the resident contact the Rail User Group as they may be able to help.
- 54/06/11** **To sign and approve Minutes of meeting dated 5th May 2011:**
The minutes were proposed by GVB to be a true record, seconded by JF all agreed. The Chairman then signed the minutes.
- 55/06/11** **Matters arising: (no actions information only)**
- John Cobb will be starting repair work on the village hall car park soon
- Standards Committee – there has been a resignation of a parish council representative, but 'in light of the statement from Central Local Government, that the district council will no longer have responsibility of parish matters once the Localism Bill has been enacted, it does not seem timely to run a new parish member election'.
- hazards on North End have been removed.
- missing bollard near the war memorial has been reported to Highways
- 56/06/11** **Planning: Cllrs. Hawkins, Searles, Burlton, Montague-Fuller, Chamberlain, and Land Information Only**
Planning meeting held on the 26th May 2011 (verbal report)
S/0548/11 - 4-6 Chiswick End, erection of dwelling, minor amendments to window details and landscaping. Parish Council recommend **Approval** with comments.
Meldreth Parish Council still feels that the drawings presented show rather a bland frontage onto a prominent location in Chiswick End; but the window changes are an improvement. We understand that more detail, particularly of eaves treatment, can be conditioned to be supplied, together with materials of construction. If SCDC Planning are minded to approve this application we would recommend that these details be conditioned for agreement to ensure that a modern boxed eave or bulky bargeboard detail are not used. We favour exposed rafter ends – dummies if the roof construction necessitates this. For materials we would suggest a brick for the plinth in the colour of the yellow/beige gault bricks used in Cambridgeshire (e.g. similar to Cambridge Whites or Burwells), for the roof we would prefer a plain tile in typical Cambridgeshire colours (brown or a mixture of beige, brown and red that is typical of our villages) and for the rendered walls a neutral colour such as cream or a light buff to sit well with the tiles/bricks. Perhaps we can be consulted on the proposals.

SCDC Decisions:

S/0649/11 – 15 Chiswick End, permission has been granted for erection of tiled pitched roof to existing flat roof.

S/0294/11 – 21 Whitecroft Road, permission has been granted for a new dwelling (revised design of S/0116/10/F)

Planning Meeting held on 2nd June 2011 (verbal report)

Meeting was cancelled as there were no applications to be discussed.

Street naming for the Holland's site:

It was a unanimous vote for Newton Way. (Newton apples were grown in Meldreth) Clerk to inform Diane Duncan.

Action: Clerk

57/06/11

Report from District Councillor:

There was no report.

58/06/11

Report from County Councillor:

Civil Parking Enforcement policy which has been circulated, would be grateful to have councillors' comments; and a new policy to allow parishes to set speed limits within settled areas, though coming with responsibility to fund these measures. Both present possibilities and challenges. Parking enforcement will be conducted by a private firm and will no longer be a police matter; however the police would still be responsible for dangerous parking. Need more clarification before Parish Council comments can be given.

Cllr van de Ven met with Cllrs Borgonon and Hawkins and residents of the High Street near the station regarding the proposal for double yellows and a bus stop clearway marker. A number of new issues were raised which Cllr van de Ven is seeking to resolve with Karen Lunn. It is frustrating that this exercise is taking so long, but some new factors have arisen since the proposals were made, including the county council's decision to withdraw all bus subsidies (this includes, eventually, the 128) and therefore the relevance of bus stop clearway markings, and also the Civil Parking Enforcement policy which may provide new tools for dealing with commuter parking in residential areas.

The county council's cabinet has decided to relook at its Special Educational Needs Home to School Transport arrangements in an effort to save money, and has promised to do so in a sensitive and sensible manner. However its policy paper details are vague and there are no guarantees for parents who want reassurance about the provision of transport for their children.

The Railway Station garden project is coming along beautifully thanks to several working parties of dedicated Meldreth and Melbourn residents, including lots of help from Go-Cold, and the Primary School Gardening Club has been down to the station to see the work in progress. They should be starting planting of vegetables and flowers next week. They will also be planting and setting out oak half barrel tubs around the platform areas (which FCC will bolt down) this month. Station Birthday party will be on July 9th (13:10-14:10); there will be FCC and CCC Community Transport officer plus Meldreth Primary School attending.

Youth Club: It is very close to having community transport links provided for children from the catchment villages to Melbourn. Thanks are due to five Royston and District Community Transport volunteer drivers, and MVC who have allowed us to use their minibuses free of charge. Next Melbourn Area Youth Development meeting is on June 14, 7pm at Melbourn Parish Office.

The next Rail User Group is June 22, 7:30pm, Meldreth Manor School.

59/06/11

Sustainable Parish Energy Partnership (SPEP)

GVB reported that a meeting has been arranged for 14th June with SCDC. It is hoped that there will be some information to hand out to residents at the Church Fete which will be on 18th June.

60/06/11

Pavilion:

1. Planning – permission has been granted. NP will contact the architect to provide for up-to-date building regulations drawings and specifications. SH suggested that solar panels should also be looked into. It was questioned as to where the funding for the project would come from now that planning has been permitted. NP explained that they would now be concentrating on fund raising and looking into the possibility of grants.

2. Response from the Tennis Club – There have been two letters received from the tennis club but it would appear that there will be no financial assistance and little use of the pavilion by them.

61/06/11

Playground:

1. Monthly Report – equipment seems in good order. RoSPA have inspected the area but the report has not yet been received.
2. Painting of playground equipment – is in hand.

62/06/11

Bus Stop and Yellow Lines:

See item 58/06/11 – The bus stop sign post is now in situ, however some residents are concerned that the parked cars will move further down the High Street (near to the chicane). This would then become a safety issue. It was proposed by RAS to continue with instating the yellow lines at the junction of the High Street and the Station entrance and instating the bus stop lines, this was seconded by SH all agreed. Clerk to let Cllr van de Ven and CCC know.

Action: Clerk

63/06/11

Correspondence and Clerk's Report:

Letter received from the PCC asking if the Parish Council could arrange a survey on the remaining trees in the church yard, Acacia will supposedly do this as a free quotation. This however is not the case, the survey is free but only if the company is given the contract which under Parish Council financial regulations is not allowed. All contracts over a certain amount have to go out to tender.

It was also proposed by RAS and seconded by SH that the PCC arrange and pay for the survey and let the Parish Council know what is found. All in agreement. Clerk to write to the PCC.

Action: Clerk

Parish Council briefing session on 17th June at Cambourne – RAS will attend and if places allow SH will also attend.

Speed stickers, do we require any more? – GVB still has some.

Email from PCC - Could the rough scrub areas which have been cleared now be included in the churchyard grass cutting? Clerk has spoken with G B Goodwin who will take a look and give a price.

Correspondence circulated in January

Good Councillor's Guide (one for each councillor), Financial assistance from The Good Companions, CCC – Cambridgeshire and Peterborough Minerals and Waste Plan, Melwood local nature reserve and Melmeadow management plan, Clerks & councils direct, War memorial bulletin, Clerks & councils Direct suppliers booklet 2011, Noticeboard quotations (D J Prime £1550.00 (£775.00 each)-Harry Stebbings £1,034 for one - Greenbarnes £1,215.14 for one), SCDC Village Hero awards

64/06/11

Audit:

All figures have been circulated to councillors, internal auditor has approved the figures. Clerk read out the Governance Statement. It was proposed by RAS and seconded by APB that the document should be signed, all agreed. Chairman and Clerk then signed the form. Documentation will now be sent to the Moore Stephens (external auditor).

Action: Clerk

65/06/11

Mary Course Community Fund:

Allocation of £60 has been agreed for the Primary School prize money for 2011; however money needs to be moved to another fixed bond account in order to get a better interest rate. RAS and CAL will transfer the money across and raise a cheque for the school and transfer the money into a better rate on the Fixed Bond Account. There are two accounts, money is to be transferred from the Fixed Bond Account to the Community Account which holds just enough funds to pay the school; this account was never meant to raise extra funds.

Action: RAS/CAL

66/06/11

Melwood Financial Assistance:

GVB left the room. It was agreed in item 16/04/11 to give financial assistance to Melwood Conservation Group. It was proposed by RAS and seconded by APB to donate £250, all agreed. The assistance will be paid on presentation of invoice and can only be used on works carried out within the wood. Clerk will write.

Action: Clerk

67/06/11 To receive details of cheques to be drawn on the Parish Council's account as detailed or amended by late payments. To approve payments:

Cheques for approval and signature including any additional payments:

Salaries	959.25	salary	LGA 1972 s112
Inland Revenue	161.50	PAYE/NI	LGA 1972 s112
G B Goodwin	500.00	Grass cutting	OSA 1906 s9/10
B Huett	90.00	internal audit	LGA 1972 s111
Stationery Cupboard	172.56	ink/paper	LGA 1972 s111
Eastern Tree Surgery	750.00	churchyard	OSA 1906 s9/10
CPALC	6.68	postage	LGA 1972 s111
Suffolk ACRE	1,217.50	insurance	LGA 1972 s226

LGA – Local Government Act; OSA – Open Space Act

Payments were proposed to be correct by SH and seconded by RAS, all agreed. SH and JF signed the cheques.

68/06/11 Holy Trinity Church:

The wall is still waiting for final planning permission, though it has been unofficially passed, Clerk has to wait for the paperwork.

69/06/11 Village Matters:

1. Street Lighting Maintenance – Footway Lights

It was proposed by RAS that option 1 (£20.05 per light) would be the best value, seconded by SH, all agreed. Clerk to notify CCC. GVB informed the council that there had been a recent article in the Royston Crow suggesting that lights would be fitted with better more economical light bulbs and some to be turned off, but it is not clear which lights the article refers to - Lights on main roads or footway lights. Clerk to enquire. **Action:Clerk**

2. Bench at The Meads – see item 71/06/11

3.Noticeboards – proposal to install two new notice boards at the corner of Bell Close and High Street. Brochures have now been received and circulated, to be discussed at the next meeting.

70/06/11 Standards Committee – voluntary code of conduct

Future of standards in South Cambridgeshire. It has been agreed that Meldreth Parish Council would like SCDC to continue in this role but only charging on the basis of usage. Clerk has notified SCDC.

71/06/11 Request for a bench donation from Kathleen Betty Pearch

Clerk has received an email from the solicitors of the late Kathleen Betty Pearch, requesting that a seat be placed in her home village. It was proposed that as the bench at the Mead's needs replacing it could be replaced with a bench in memory of Miss Pearch. It was suggested that the bench be similar to the bench placed in Melwood, which was purchased from Earth Anchors. Clerk to get price and let the solicitors know. **Action: Clerk**

72/06/11 Meldreth Matters:

GVB, RAS and SH will continue with editing the extracts of the minutes for Meldreth Matters.

73/06/11 Parish Paths Partnership: Report

CHAIRMANSHIP – JC will continue with the administration but will no longer do any of the manual work.

NEW MEMBERS - There has been two new members asking to join the group.

REQUEST FOR CHIPPINGS - The advert for quality chippings in Meldreth Matters has prompted a local tree surgeon to contact re supply of chippings.

WORKING PARTIES - Once again Tony Burlton has offered to use his mini tractor/cutter with the help of a couple of volunteers to cut ground weeds and path edges on paths 9 & 9A. This will be followed by the main working party . The secretary has highlighted weeds coming through the tarmac on Path 8 (Whitcroft Road to High Street). He has offered to spray if we pay for the chemicals at a cost of under £10, He will go ahead and get a receipt and the clerk will refund it.

REGULAR PATH INSPECTIONS- Path Wardens will be asked to walk their paths several times a year and report back any problems, which require attention..

74/06/11

Councillors' Reports and Comments:

GVB – Could the next Annual Parish Meeting have a theme this might encourage more parishioners to attend. It was also noted that some of the organisations, which receive donations were not in attendance, it is part of the agreement that organisations are represented at the meeting. It was suggested to put this item on the February 2012 agenda.

APB – rabbit fencing has been carried out on the top right corner and along the right hand side, but there is still a major problem, APB will get costings for the top left hand side to be done. It would be better to put the fencing up on the SCOPE side, but permission will need to be sought first. **Action: APB**

RAS – Has the Parish Council had any feedback on the consultation carried out for the proposed solar farm? Clerk to enquire. **Action: Clerk**
The verge opposite the Stone Lane area needs cutting, Clerk to contact GB Goodwin.

Action: Clerk

75/06/11

Agenda items for the next meeting:

Notice Boards, Football contracts and relationships between the teams, Solar farm, rabbit fencing, Meads bench

76/06/11

Action Points: if not already covered:

 Chairman

 Date

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