

MELDRETH PARISH COUNCIL

Approved Minutes of the Parish Council Meeting held 1st September 2011, 7.30pm in the Green Room of Meldreth Village Hall.

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

- 103/09/11 To receive any apologies for absence:**
Apologies were received from RAS, JM-F,GVB and Cllr Soond (SCDC)
- 104/09/11 To receive any Declarations of Interests both personal and prejudicial from Councillors on any item listed on the Agenda:**
Personal and prejudicial declarations were received from JF and NP for item 112/09/11 as members of the football club.
- 105/09/11 Public Participation: [For up to 15 minutes members of the public may contribute their views and comments to the Parish Council - 3mins per item]**
Guest Speaker: Mr and Mrs Cuffley Secretary and Chairman of the Meldreth FC (Saturday Club) attended the meeting in order to introduce themselves to the Parish Council and to reiterate that both football teams are now working together, this was confirmed by NP.
Other items:
Flambards Residents Association have balloted residents about the prospect of placing a dog waste bin, with a result of 19 in favour of placing it near the bridge. Out of 52 households there had been 23 responses.
Some of the local boys have been cleaning the bus shelter at North End, they attended the meeting to see if they could effect repairs to the roof which is now leaking, and needs immediate attention as many school children use this bus shelter while waiting for the buses. SH has inspected the bus shelter and agreed that the roof is in need of attention. It was proposed by SH and seconded by NP that the Parish Council help with the expenses, but that costs need to be sent to the Clerk before any work commences. APB suggested that Health & Safety also needs to be looked into. NP will speak to some contractors to see if they can also offer any help. SH would like to have it minuted that he along with the rest of the councillors were very appreciative of the initiative the boys have shown in looking after their neighbourhood and fellow students. Many of the councillors also offered help.
- 106/09/11 To sign and approve Minutes of meeting dated 7th July 2011:**
The minutes were proposed by NP and seconded by CAL as to be a true record, all agreed. Chairman then signed the minutes.
- 107/09/11 Matters arising: (no actions information only)**
- Repair works at the village hall carpark have now been completed. SH has inspected the carpark and agrees that the work has been carried out but that future works may still need to be done.
- Netball posts, seat and waste bin are now in place at the recreation ground
- 108/09/11 Planning: Cllrs. Hawkins, Searles, Burlton, Montaque-Fuller, Chamberlain, and Land Information Only.** Further details can be found in the full planning minutes.
Planning Meeting held on 21st July 2011
24 Fenny Lane, S/1219/11 - Extension of time application for the erection of an extension and conversion of adjoining outbuildings to ancillary residential accommodation (S/0948/08/F). Parish Council recommend approval but would like to have the same comments as given in application S/0984/08/F.
45 Whitecroft Road, S/1327/11 - Proposed garage, Mr & Mrs R Davey. Parish Council recommend refusal with comments 'The proposed garage may seem to be forward of the building line, although the property at No. 47 has been extended in front of the building line. The garage appears to be overbearing and spoils the view of the house.'

Planning Meeting held on 4th August 2011

27 Elin Way, S/1369/11- Conservatory. The Parish Council recommends "Approval" with no comments. This was agreed by all.

90 High Street, C/11/40/071 - Tree work. Fell to ground level three conifers and two yew trees. The Parish Council recommends "Approval" with no comments. This was agreed by all.

SCDC Decisions:

S/0569/11, Holy Trinity Church, Permission has been granted for erection of brick buttresses to support existing church wall.

Affordable Housing: No further information has been received from Jephsons (Whitecroft Road) or from The Apollo Group (Burtons) regarding their plans for affordable housing in Meldreth. RAS agreed to contact the Apollo Group to find out the status of their plans.

Planning Meeting held on 18th August 2011

New Malton Golf Course, S/1416/11 - Extension of Time application for extension to club house, erection of pro shop with ground keepers flat and erection of 6 accommodation lodges (S/2439/06/F). The planning Committee felt that without sight of the plans and with no information on whether any of the lodges were in Meldreth the only recommendation they could make was "Refusal" with Comments. This was agreed by all.

Comments: We have refused this application because we were not consulted on S/2439/06/F and have not seen the plans, even though we have requested a copy. Some 25% of the course lies in Meldreth and we need to know the location of the lodges.

NB SCDC Planning have confirmed, following receipt of our notification above, that the 6 lodges are well within Orwell and have e-mailed the file. As our response recommending "Refusal" was because we did not know where they were we have withdrawn our response and confirmed that Meldreth Parish Council has no objections to the requested time extension of the planning consent.

116 High Street, S/1249/11 - Single story extension and link, Loft Conversion and Alterations to exterior of dwelling. The Parish Council recommends "Approval" with no comments. This was agreed by all.

19 North End, Tree work - Request to remove an ash tree in rear garden. The Parish Council recommends "Approval" with no comments. This was agreed by all.

SCDC Decisions:

15 Chiswick End, S/1177/11 – permission has been granted for an extension.

24 Fenny Lane, S/1219/11 - permission has been granted for an extension

Planning Meeting held on 1st September July 2011 (verbal report)

79 High Street, S/1639/11 – The application for the erection of a telephone pole is not actually needed as the pole has already been removed and the telephony has been ducted.

32 Howard Road, S/1488/11 – Extension, Parish Council recommend approval.

109/09/11

Report from District Councillor: Cllr Soond was not present – written report

- Proposed skatepark in Shepreth – to be discussed at a future meeting.

Tenant Participation Group - Ballot 2011

This is the first chance to elect members onto the group to represent views and improve services. For some time the [Tenant Participation Group \(TPG\)](#) has been a group of tenants and leaseholders, giving up their time for free and working with SCDC, to help improve the housing services that all enjoy and rely upon. SCDC are committed to involving tenants in the running of their service more fully. This is emphasized in the Localism Bill that will soon become law.

To enable the TPG to take on this additional responsibility it was agreed it would be better if members were elected by a ballot of all tenants to create a fully elected mandated body of tenants. Please look out for the ballot paper that will be delivered to residents in October 2011 along with SCDC's [Annual Report for Tenants](#). The independent Electoral Reform Services will run the election to ensure transparency and independence, and the results will be announced in December 2011.

New areas for tenant involvement:

Scrutiny - or having a close look at the performance of the housing service

Value for Money - or weighing up the cost of a product or service against what it does or achieves, based upon both cost and quality

Regulatory function - or dealing with rules, rule breaking and rule setting including the resolution of tenant complaints.

Empty Homes

Empty homes are a wasted resource in terms of housing available for people to live in and they can also have a negative impact on their surrounding communities, as well as being a financial burden for many owners. South Cambridgeshire is in a high area of demand for affordable housing and there are currently over 4,800 people on the housing register looking for accommodation. The Council is therefore committed to making the most of existing stock within the District and wants to encourage owners to bring long-term empty homes back into use.

The Council is currently in the process of developing an Empty Homes Strategy. It is anticipated that the draft strategy will go out to consultation during October 2011. A copy will be published on the website and all comments/feedback will be gratefully received.

Empty Homes Survey-A survey was sent to all owners of empty homes that had been vacant for 6+ months during May 2011. The purpose of the survey was to understand why properties remain empty in the District and what help and assistance the Council could provide to help bring back empty homes back into use. The results of the survey are currently being analysed and will be published in due course.

Empty Homes Grant Initiative Scheme

As part of the development of the Empty Homes Strategy, the Council in partnership with King Street Housing Society are piloting the Empty Homes Grant Initiative. The purpose of the scheme is to provide financial assistance (through S.106 affordable housing contributions) to help bring back long-term empty properties into use with the aim of providing additional affordable accommodation in order to meet local housing needs. Grants are awarded at the Council's discretion in return for properties being let through the Council's Private Sector Leasing Scheme at an Affordable Rent.

For further information - please refer to the [Scheme User Guide](#).

If you have any queries in relation to empty properties - please contact Julie Fletcher, Housing Performance Improvement Team Leader, on 01954 713352 or email julie.fletcher@scambs.gov.uk

South Cambridgeshire residents should now have received their annual Register of Electors form.

The responses are essential in helping the Council to publish an accurate Register of Electors at the beginning of December. Over 61,000 forms have been delivered, one to every home in the district. Everyone should respond to the form, even if you have previously appeared on the register.

Changes in Bus Services

County Council has received registrations to change the following services:

Service: 28
 Operator: Charter Travel (Tel: 01767 631475)
 Date of Change: 05-09-11 (Timetable valid until 28th September 2011)
 Route: Guilden Morden – Cambridge
 Stops: Mordens (East-07.25;West-16.30)-Meldreth (E-08.05;W-15.40);Shepreth (E-08.07;W-15.35)-Cambridge Drummer St (East 08.45;West 15.00)

Days of Operation: Mon – Fri

Description of change: New service linking The Mordens, Litlington, Bassingbourn, Whaddon, Kneesworth, Royston, Meldreth, Shepreth, Barrington and Orwell with Comberton Village College and Cambridge. Runs once a day in each direction

Timetables can be obtained from the operator directly

Further Information: Passenger Transport Team; Phone : 0345 045 0675; Email : passenger.transport@cambridgeshire.gov.uk; Passenger Transport Team, Box CC 1301, Castle, Court, Shire hall, Cambridge CB3 0AP

SCDC CEO visits Meldreth

Early August saw the Chief Executive Officer Ms Jean Hunter from SCDC visit Meldreth. Along with some kind guidance from Parish Council Chairman Stephen Hawkins, the brief tour lasted approximately 1 hour. Ms Hunter was very impressed by how “beautiful and well-kept Meldreth is” and which no doubt results from much pride taken by the residents who live in this village.

110/09/11

Report from County Councillor:

Station entrance junction: A letter has been received from a resident who had a near miss traffic accident at the station entrance.

Community Transport coffee morning: Last month, as advertised in Meldreth Matters, a coffee morning was held to explore residents' interests in developing helpful community transport lifts to the station and other helpful links to transport corridors. RDCT came along to support the meeting. Two ideas were proposed: 1) lift to Meldreth and/or Shepreth Station for rail trips to Stevenage for shopping – and Stevenage is well-equipped for disabled access, 2) lift to the 26 bus in Melbourn for access into the centre of Cambridge. Update to be sent to Meldreth Matters and pilot trips probably to take place in October.

Community transport lifts to youth club requires a CRB checked adult escort to make the scheme work. A volunteer from Foxton has kindly come forward.

Thanks to the volunteers who have looked after the station garden so well this summer. It was very pleasing to have all this recognized in the national press last week. Yesterday FCC's stakeholder manager came up to discuss various issues, it was discussed that the continuing problem of the car park charging is having repercussions. DfT requires that all station car parks are 'accredited' and this involves various elements of standardization, including, apparently, car park charging.

Greenspaces funding: Cllr van de Ven has been contacted by members of Melwood Conservation Group regarding CCC's decision to cut its Greenspaces funding – officer support for the volunteers who look after the county's nature reserves. A letter has been written to the portfolio holder about this decision and was informed that this is not part of the Council's 'core function.'

Local Sustainable Transport Fund: The £5 million bid from Cambs County Council, which sought to develop small localized transport schemes and included a component for a Community Rail Partnership at Foxton, Shepreth and Meldreth, failed because government didn't want to pick up the pieces following the county's decision to remove 100% of bus subsidies.

Bus Subsidy cuts: The council has announced that it will consult the public before implementing any further bus subsidy cuts, and this action in itself has caused the application for judicial review to be withdrawn. The consultation takes place between mid-September and early December.

Cambridgeshire Future Transport: This is about pooling all the money CCC spends on statutory and discretionary transport – education, adult social care – and looking for ways of compensating for gaps left by removing bus subsidies. Meetings are held in closed session and most councillors have been excluded. A project manager has been hired and two pilot projects, one in Hunts and one in Fenland, are being pursued.

Rail User Group meets next at Foxton Village Hall, Sept 21. Cllr Ian Bates who is portfolio holder for transport issues, has been invited to attend.

111/09/11

Sustainable Parish Energy Partnership (SPEP)

There is to be an event held in Shepreth 10th September.

112/09/11

Pavilion:

1. Planning – building regulations for the changes have now been received, these will now be circulated for discussion at the next meeting.
2. Football club – Sunday club contract has been signed by all parties. Clerk is still waiting for the Saturday Club contract.

113/09/11

Playground:

1. Monthly Report – swings, rocking horse are in good working order.
2. Painting of playground equipment – date to be set. **Action: RWG**
3. RoSPA report -feedback from working party – Roundabout needs a bolt sawn off from underneath.
4. Tree – tree guards are with the Clerk, tree still to be planted. **Action: JMF**
5. Dog Fouling – there have been reports of excess dog fouling in the recreation ground especially on the football pitch. NP will write an article for Meldreth Matters. **Action: NP**
6. Ditches – Mr P Ray has very kindly cleared the ditches.

114/09/11

Bus Stop and Yellow Lines: Update

All paperwork is now with CCC.

115/09/11

Correspondence and Clerk's Report:

A Melbourn resident has looked into the prospect of cheaper trees, this is for planting trees to celebrate the Queen's Jubilee, to be discussed further.

RAS, APB and SH to attend the Parish Training and Information Session regarding Planning on Tuesday 25 October at Cambourn.

Grass cutting – SCDC are asking parishes if they wish to take on the grass cutting of their areas of responsibility. These are around the areas of Elin Way, Gable and Bell Close and Howards Road. Needs further discussion. At the moment Meldreth Parish take on the CCC verges.

116/09/11

Melbourn Area Youth Development:

The Youth Club will start at the beginning of term (6th September). A mini bus will run either by RCDC or MVC, there may be a request for extra funding or fuel. The next meeting will be on September 13th. There is still a request for escort volunteers.

117/09/11

Burial Ground

- hedge – The hedge on the far side has been cut and the trimmings have know been removed from the cemetery at a cost of £80. APB and GVB have inspected the hedge which is encroaching into the cemetery. The hedge will be cut back and rabbit fencing erected. APB circulated the three quotations for cutting the hedge back, which will be done later in the Autumn. It was proposed by SH that the quotation from MD Landscapes be accepted, this was seconded by JC all agreed. Clerk to write to MD Landscapes and APB will liaise with them.

- rabbit fencing – MD Landscapes will erect the rabbit fencing when the hedge has been cut back. Materials are being supplied by AP Burlton.

118/09/11

Sustainable Housing Land Availability Assessment:

To be discussed at the next meeting.

119/09/11

Speedwatch

- an article has been placed in Meldreth Matters.
- Speed limit policy (communities to have more say on the setting of speed limits providing they are willing to cover the costs. CCC have suggested that Parish Council could have a larger say in the setting of speed limits within their parishes. Cllr van de Ven has offered her help. Needs further discussion.

120/09/11

To receive details of cheques to be drawn on the Parish Council's account as detailed or amended by late payments. To approve payments:**1. Cheques for approval and signature including any additional payments:**

J Damant	1,234.13	Salary	LGA 1972 s112
G B Goodwin	1,050.00	grass cutting	OSA 1906 s9/10
D Chappell	297.90	recreation reps	OSA 1906 s9/10
BT	213.61	telephone	TA 1984
Pipex	20.42	Broadband	TA 1984
John Cobb & Sons Ltd	1,410.00	carpark reprs	OSA 1906 s9/10

Payments were proposed by SH, seconded by CAL all agreed. Cheques were signed by SH and JF. (Shaded payments are additional)

121/09/11

Holy Trinity Church:

1. Church wall update – planning permission has been received, clerk to write to the contractor to that work may now proceed. It was proposed that work be carried out within the first two weeks of October. **Action:Clerk**
2. Grass cutting – grass cutting of the scrub area in the church yard to be included into the next annual contract as the grass cutting season is due to finish in October, and contracts are due to be redone.

122/09/11

Village Matters:

1. Bench at The Meads – information is now with the solicitors of the family concerned.
2. Noticeboards – proposal to install two new noticeboards at the corner of Bell Close and High Street – It was proposed by SH that two notice boards be placed at the corner of Bell Close. The quotation for £1,550 to be accepted. This refers to both notice boards, one of which is to be paid for by public donation. This was seconded by NP all agreed.
3. Street lighting (PFI project) – provision of future lighting specifications
The true costing are due to be sent out to parishes soon. This will enable the Parish Council to make changes to the way the parishes use their lighting, if they so wish, but there will be a cost. At the moment the proposal is that lighting will be changed from yellow to white, if the Parish Council to not want this then there will be a charge incurred.

- 123/09/11 Parish Paths Partnership:**
In general the paths are looking good and being monitored by volunteers.
- 124/09/11 Councillors' Reports:**
APB
There was an article in the Daily Telegraph concerning a traveller who had to make an unexpected stop at Meldreth Railway Station, he commented on the friendliness of the station master and the wonderful gardens.
The hedge at North End – clerk has written to the land owner, but the hedge remains dangerous, Clerk to contact Highways to see what can be done now.
- JF**
The hedge at the bottom of Bell Close is still overhanging, Clerk to write again. **Action:Clerk**
The housing proposal for Whitecroft Road – Parish Council have not received an application from SCDC. Nothing can be done until this has been received.
The new concrete bollard situated at the war memorial has been knocked down. Clerk to contact Highways. **Action:Clerk**
- NP**
The hedges along the High Street have now been cut back. A thank you to all residents concerned.
The pavement leading from the Manor School along the High Street is being lifted by tree roots.
- CAL**
The repairs to the light and barriers still need finishing. Clerk to contact Highways and Lighting. **Action:Clerk**
- There is a large pot hole at the junction of West Way. Clerk to contact Highways. **Action:Clerk**
- JC**
The footway in from of Bell Close (No. 7, 8 and 9) needs attention. Clerk to contact Highways. **Action:Clerk**
- SH**
The Christmas Tree Festival – will need PC volunteers to dress the tree.
- 125/09/11 Agenda items for the next meeting:**
Christmas Tree Festival
Highways – footways and various items within the village
New bench at the Mead's
Lighting
Speed limits
Financial Support
Parish Paths
- 126/09/11 Action Points: if not already covered:**
None

Next meeting 6th October in the Green Room of the Village Hall.

Chairman

Date

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