

MELDRETH PARISH COUNCIL

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

Present: Mr S Hawkins – 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 van de Ven (CCC)

- 180/12/11 To receive any apologies for absence:**
Apologies received from Mrs J Montague-Fuller
- 181/12/11 To receive any Declarations of Interests both personal and prejudicial from Councillors on any item listed on the Agenda:**
Personal declarations received from Mrs F Fallon and Mr N Pellatt for item 189/12/11 as they are both members of the football administrative team.
- 182/12/11 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 were 2 members of the public in attendance.
Item raised: Yellow lines near the railway station entrance – is in hand, notices have been posted.
Car parking fees at the station car park will be reduced on 1st January 2012.
- 183/12/11 To sign and approve Minutes of meeting dated 3rd November 2011:**
The minutes were proposed by JF to be a true record, seconded by GVB all agreed. The Chairman then signed the minutes.
- 184/12/11 Matters arising: (no actions information only)**
The new notice boards should be completed by the New Year and be ready to be installed. Quotations being received for the refurbishment of the old notice board.
Clerk still waiting to hear from Stuard Hardwood-Clark CCC, about the proposed dog bins at Flambards Close.
- 185/12/11 Planning: Cllrs. Hawkins, Searles, Burlton, Montague-Fuller, Chamberlain, and Land Information Only.** Further details can be found in the full planning minutes.
17th November 2011
7 Whitecroft Road – Amendment, S/1755/11 - Erection of new dwelling and vehicular access with reduction of existing single storey wing to No7, and new vehicular access from existing dwelling. The Planning Committee recommend **Approval with Comments** 'The Parish Council would like to reiterate their previous comments, that they are concerned at the additional entry point from properties lining Whitecroft Road, as this is already a safety issue'.
32 Whitecroft Road, S/2068/11-Erection of new outbuilding to rear of property providing garage and studio, in place of existing garage. The Planning Committee recommend **No Recommendation with Comments** 'The Parish Council are concerned that there is restricted vehicular access to the garage because of the overlap with the electricity sub station'.
Land adj. 3 Gables Close, Request - Request to purchase some land adjacent to the property for garden use only. Concern with the trees, which are no longer maintained by SCDC unless there is a safety issue. The resident's would like to maintain these trees themselves, but only if they are part of the proposed garden extension.
The Planning Committee are not in favour of this request as they feel that the landscape appearance of Gables Close should be retained.
SCDC Decisions:
74 North End, S/1792/11. Permission has been **granted** for erection of a full height side extension in place of the existing garage and a first floor extension to the front of the property above the existing single storey front facing gable.
Temple House, 27 High Street, S/0382/11. Permission has been **refused** for a proposed alterations and conversion of storage barn into habitable accommodation.
Temple House, 27 High Street, S/0383/11. Permission has been **refused** for proposed alterations and conversion of storage barn into habitable accommodation.

27 Elin Way, S/1369/11. Permission has been **granted** for a conservatory

Other Items – A request to have planning agenda's and minutes on the website. Mr G Borgonon will instruct the Clerk on how to put planning items onto the webpage.

Action: Clerk

1st December 2011 – Verbal report

Mrs Philippa Hart was in attendance in her role as a School Governor and was concerned that the primary school had not been made aware of the proposed new housing development on Whitecroft Road and that the school was nearly full. RAS was also surprised that neither CCC nor SCDC had informed the school. He said that S106 money paid by developers for educational provision is an agreement between the developers and the Local Authorities and that the Parish Council are not involved with these decisions. The money is usually paid directly to CCC for them to decide where it will be best used and may not come back to the primary school directly unless they have a capital for it, this could include building an extra classroom, and may be required for secondary education. In this case the PC had been told that no Educational provision is required. RAS suggested that the school contact Cllr van de Ven directly as she may be able to help

32 Whitecroft Road, S/2058/11 - External and internal alterations – including porch canopy, drain to external walls, secondary double glazing, replace staircase, floor slab with dpm, underfloor heating, structural roof works, infilling existing internal masonry opening, remove timber partitions and install partitions, rehang doors, lay new timber floor and install new full height cupboards. Parish Council recommend **No Recommendation with no comments.**

Arable field opposite Fenny Lane Farm, S/2126/11, Martin Styles, Cambridge Water Company - Construction of a booster kiosk with associated fencing, parking/turning space and telemetry aerial measuring 6m high. Parish Council recommend **No Recommendation with no comments.** (APB as the tenant, declared a personal and prejudicial interest and left the room).

29 Elin Way, S/2289/11- Extension and loft conversion. Parish Council recommend **Approval with no comments.**

SCDC Decisions:

Driftwood, Brewery Lane, S/1507/11 has been granted permission for the erection of an oak framed outbuilding, domestic dog kennel and natural pool.

Other Items:

It was agreed that the Parish Council should contact SCDC Planning Department with regards to the number of children they may expect for the new housing development on Whitecroft Road.

Action: RAS

Have received the drainage plan direct from the developers for 15-17 Whitecroft Road, to be kept on file.

Comments from the landowner for the Old Mill site have been received and noted.

186/12/11

Report from District Councillor:

Cllr Soond was not in attendance and no report had been received.

187/12/11

Report from County Councillor:

Drainage:

Cllr van de Ven has met with Mr Mike Cooper CCC recently and he confirms that:

- a. The drains near the Stocks will be jetted.
- b. The Whitecroft Rd development drainage system will hook up with Station Road drains, which are in good order.

Youth Club funding awarded

An award of £5,720 from Cambridgeshire County Council's Transformation Fund has been awarded to Melbourn Area Youth Development for administrative support. This will enable professional coordination of the new volunteer network and a focus on funding applications. In awarding the grant, recognition was made of the commitment of five parishes – Foxton, Fowlmere, Meldreth, Shepreth and Melbourn – to pool resources and work together. Also noted was the strength of the volunteer network now in place, including drivers from Royston and District Community Transport now providing lifts to Tuesday evening youth club.

County Bus Consultation

The bus consultation closes on December 9th, and responses can be made on line at <http://www.cambridgeshire.gov.uk/transport/around/buses/busconsultation.htm>
It is expected that the county council will resume its withdrawal of bus subsidies starting in April 2012. The daily 128 late morning bus linking Shepreth, Meldreth and Melbourn with Royston, which is subsidized, is well used.

Minor Highways Improvement fund

Application closing at the end of December.

A10 50MPH Speed limit

The first new 50MPH sign on the A10 from Royston to Cambridge, near Frog End/Dunsbridge Turnpike, will be changed to a reflective yellow-backed sign to highlight the beginning of a lower speed limit zone.

Station Car Park

First Capital Connect have agreed to the Rail User Group's argument that parking charges at Meldreth and Shepreth Stations should be lowered. The current charge of £3 will be dropped to £1.50 at Meldreth, and Shepreth parking charges have been abolished. These station car parks already had the lowest charge on the FCC line and so this is a very genuine gesture. Meetings with FCC and CCC to forge out a 'Community Rail Partnership' for our three local stations will take place early in the new year.

Other items

RAS raised the question that the primary school had not been officially informed about the proposed development on Whitecroft Road and the proposed lack of S106 funding. The school will be in contact with Cllr van de Ven directly. The Parish Council will contact SCDC Planning Department.

Action: RAS

188/12/11

Precept:

The precept will be due for agreement at the January meeting. The Finance Working Group will meet to discuss on 15th December.

189/12/11

Pavilion:

1. Planning – NP has not heard back from the building firms. All parish councillors were happy with the drawings.

190/12/11

Playground:

1. Monthly Report – All equipment has been checked and appears to be in good working order.
2. Painting of playground equipment – will be done in the spring
3. Tree – APB will contact JM-F
4. Kicking board – quotation has been received to repair the board for £180, proposed by SH, seconded by RAS, all agreed..
5. Removal of tree (10 Howard Road) – has been done along with a general clearing of vegetation in the Recreation Ground.

Other item: Clerk has received correspondence from SCDC that the trial period of emptying the dog bin, already in situ, on an extra day has not been successful due to increasing costs. It was suggested that the Parish Council purchase another bin which can be emptied at the same time.

191/12/11

Queen's Jubilee:

Clerk has not heard whether other village organisations are holding events. Councillors to ask. Clerk will contact Mrs J Gane to see if the Meldreth Village Association and the May Fayre Committee to see if they will be holding an event.

Action: Clerk

192/12/11

Parish Plan:

The Parish Plan is now five years old and needs to be refurbished. A notice has gone into Meldreth Matters seeking individuals who would be willing to organise a Steering Group to take this forward. GVB, JF and RAS will do a summary of the Parish Plan's achievements.

Action: GVB, JF, RAS

193/12/11

Correspondence and Clerk's Report:

CAL and JF have received their certificates for 'Playground Risk Assessment'
Clerk attended the Burial Ground Seminar – notes to be circulated and policies to be rewritten.

- 194/12/11 Melbourn Area Youth Development:**
Bank account has been set up and the agreed amount of £900 can now be paid.
- 195/12/11 Burial Ground:**
The hedge is due to be cut within the next couple of weeks, once this has been done the rabbit fencing can then be implemented. APB will check on the progress. **Action: APB**
The WI seat has now been repaired and put back in place.
- 196/12/11 Housing Strategy Consultation:**
This needs a Parish Council response. Responses to be sent to the Clerk who will coordinate them so that a full and concise response can be signed off at the next meeting.
- Action: All**
- 197/12/11 Speedwatch**
- CCC have suggested that Parish Council's could have a larger say in the setting of speed limits within their parishes. RAS reported that there is a protocol on getting speed signs but the Parish Council will have to fund this. On the police website it shows that from checks in January on North End and Whitecroft Road that 10-28% of vehicles are exceeding the guidelines of 10%+2 on the speed limit. One idea would be to have a 40 mph limit along Whitecroft Road/Whaddon Road from Whaddon all the way into Meldreth. This would need more speed signs with possible repeater signs. Any proposal would need a full consultation and would need precept funding.
The pilot study whereby four villages had a 20 mph blanket speed limit have all asked to keep it.
- 198/12/11 Financial Assistance:**
Melwood Conservation Group – request for £350 for 2010/11 financial year. It was proposed by RAS and the Finance Working Party that this request be agreed, seconded by APB all agreed. Cheque to be raised at the next meeting.
Other item:
Village Hall – request has been received for the next financial year for £2,500. It was proposed by the Finance Working Party that the money should be match funded and that the Village Hall should also apply to SCDC Community Chest for additional grant funding. No decision to be made tonight as this is for information only.
- 199/12/11 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:
Payment for approval in November 2011
- | | | |
|--------------------------------------|-----------|----------------|
| Staff salaries and PAYE/NI | £1,027.42 | LGA 1972 s112 |
| Clerk expenses | £ 7.12 | LGA 1972 s111 |
| G B Goodwin grass cutting - November | £ 500.00 | OSA 1906 s9/10 |
| Pipex – broadband | £ 20.41 | TA 1984 |
| Mobile Warden Scheme- donation | £1,000.00 | LGA 1972 s113 |
| BT - telephone | £ 165.01 | TA 1984 |
| David Chappel – bench | £ 164.90 | OSA 1906 s9/10 |
| Stationery Cupboard-office supplies | £ 128.66 | LGA 1972 s113 |
| G B Goodwin – recreation ground | £ 300.00 | OSA 1906 s9/10 |
| Melbourn Area Youth Development | £ 900.00 | LGA 1972 s113 |
| Royal British Legion – poppy wreath | £ 75.00 | S137 |
- All payments were proposed by RAS to be correct, seconded by CAL, all agreed. Cheques signed by SH and JF.
- Local Government Act (LGA), Open Spaces Act (OSA), Telecommunications Act (TA)
S137 is a special item which has it's own power and may not have been precepted for.
- Deposits**
- | | |
|-----------------|---------|
| OPC office rent | £ 70.00 |
|-----------------|---------|

- 201/12/11 Holy Trinity Church:**
A further request has been received concerning the wall from 'Listed Buildings and Conservation' areas, APB will make enquiries with Alan Hazelwood. **Action: APB**
Tree Survey – APB to confirm with PDD that under the church insurance that it is required to check the condition of its trees. If there is a maintenance issue on any trees the Church needs to contact the Parish Council to have it looked at with three quotations required.
- 201/12/11 Street Lighting Maintenance: Update**
SCDC has assumed all responsibility for footway lighting maintenance to include day-to-day routine maintenance, replacements and renewals, whilst Parish Councils retain responsibility for the provision of power.
- 202/12/11 Parish Paths Partnership:**
There has not been too much activity during November due to members of the group being involved in other village events.
During December and January the group will be involved in the annual path surveys, which will be analysed to enable us to organise the Work Schedule for 2012/3 and submit our annual return to Cambs C C.
JC would like to thank fellow councillors and volunteers for their support and hard work during 2011.
- 203/12/11 Councillors' Reports:**
RAS – HCV Meeting
The meeting was to look at the impact of Heavy Commercial Vehicles (HCV's) on villages. There have been some trials taking place of a protocol to assess risk so villages can be prioritised. The proposed strategic lorry route maps will not work if the sat. nav. systems being used are not appropriate and are directing them incorrectly. HCV's are supposed to use a different sat. nav. system to those used by regular road users. The process is ongoing but maybe of benefit to villages like Meldreth in the future.
JF
Could there be a new litter bin for the Mead footpath, this will be place near the new bench. The old bin is no longer there. JF and the Clerk will look at brochures.
The hedge on the corner of the High Street and Bells Close has been cut back, but is still overhanging the footway. Highway have already said that the hedge is encroaching onto the footway. Clerk to contact Highways for advice. **Action:Clerk**
- 204/12/11 Agenda items for the next meeting:**
Precept, Parish Plan, Queen's Jubilee, Housing survey
- 205/12/11 Action Points: if not already covered:**
SH would like to thank J M-F for her work on the Christmas Tree which she decorated for the Church Festival.

 Chairman

 Date

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